

Board of Directors

Regular Session Board Meeting Agenda

Tuesday, January 2, 2024 - 6:00 P.M.

22200 Canyon Club Drive, Canyon Lake, CA 92587

This meeting may also be joined virtually at vm.clpoa.net

Dial into the Zoom meeting by phone: 1-669-900-6833

Meeting ID: 837 3700 4446

1. **Welcome and Call to Order**

- Pledge of Allegiance
- Verification of Quorum

2. **Approval of Minutes**

- December 5, 2023

3. **Public Official Comments**

4. **Presentations**

- Community Patrol Update (Allied Universal Security Services)
- Member of the Month (President Van Vleet)

5. **Announcements**

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

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

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

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

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

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

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

C. **APPROVAL: Exhibit Correction for the 2024 Annual Meeting of the Members and Election of Directors' Ballot and 2024 Election Schedule Approval** (Harmony McNaughton)

Proposed Resolution: That the Board of Directors approve the corrected ballot measure Exhibit B and the 2024 Election Schedule, as attached.

D. Authorization of Liens (Susan Dawood)

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

8. Board Action Items

8.1 APPROVAL: TWG Member Appointment (Steve Schneider)

Proposed Resolution: It is recommended that the Board of Directors approve the appointment of Lawrence Mensch to serve on the TWG Committee. All contingent upon execution of a confidentiality agreement, effective immediately.

8.2 APPROVAL: Green Committee Member Appointment (Steve Schneider)

Proposed Resolution: It is recommended that the Board of Directors approve the appointment of Marcus Schonabaum and Lawrence Mensch as members and Edward Reyes as the Alternate to serve on the Green Committee. All contingent upon execution of a confidentiality agreement, effective immediately.

8.3 APPROVAL: Committee Member Removal Estates Committee (Lynn Jensen)

Proposed Resolution: It is recommended that the Board of Directors remove Frances Duman from the Estates Committee, to allow for a new committee member to be appointed.

8.4 28-Day Reading: Revise Rule PC.5.7 Accessory Structure (Cheryl Mitchell)

Proposed Resolution: It is recommended that the Board of Directors approve the 28-day reading to revise rule PC.5.7, as attached.

8.5 28-Day Reading: Revise Rules PG.4.21 Household and Storage Modules (Cheryl Mitchell)

Proposed Resolution: It is recommended that the Board of Directors approve the 28-day reading to revise rules PG.4.21 Household and Storage Modules, as attached.

8.6 APPROVAL: New Rule GR.4.1a Special Event Area Access (Lynn Jensen)

Proposed Resolution: It is recommended that the Board of Directors approve to add rule GR.4.1a, as attached.

8.7 APPROVAL: Revise Rules GC.2.1-GR.13.2 and CC.2.8 (Mary McFadden)

Proposed Resolution: It is recommended that the Board of Directors approve to revise rules GC.2.1-GR.13.2 and CC.2.8, as attached.

9. Association Reports

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

10. Board Comments

11. Architectural Appeals

A. Tonia Wright 23016 Gray Fox Drive

Appealing ACC Denial of HVAC Replacement Located in the Left Side Setback

Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the member's request.

B. Ricky Snelgrooes 22951 Compass Drive

Appealing ACC Denial for Water Slide and Pool Equipment Located in the Side Setback

Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the member's request, requiring the rockslide to be removed or replaced, and the member to submit a variance application for the pool equipment.

12. Next Meeting Date

- Tuesday, February 6, 2024, at 12:30 p.m. – Executive Session
- Tuesday, February 6, 2024, at 6:00 p.m. – Regular Session

13. Adjournment

Please be courteous and respectful to other members, Board of Directors and representatives from Management at all times. We ask that you do not raise hands or interrupt the Board or anyone else who may be speaking. No alcohol shall be permitted and/or consumed at Board meetings and/or Membership meetings. **A member not adhering to these protocols and/or who becomes unruly may be asked to leave the meeting. Failure to comply will result in a special hearing with the Board where disciplinary action may be taken.**

The Canyon Lake Property Owners Association Board of Directors (Board) met in Regular Session on Tuesday, December 5, 2023. President Bill Van Vleet called the meeting to order at 6:04 p.m. Directors present were Jeff Bill, Alex Cook, Joe Kamashian and Greg Doherty. Five Board Members were present. Quorum was met. Also present were; Legal Counsel, Attorney Sean Kane; General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; Member Services Manager Mary Ziegler; Director of Operations Steve Schneider, Sr. Manager of Planning and Compliance Cheryl Mitchell; ACC Members David Humphrey and Jon Stelzner; and Corporate Administrator Andrea Moreno.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by member Travis Montgomery.
Quorum was verified by Assistant General Manager Lynn Jensen.

2. **Approval of Minutes**

- November 7, 2023

MOTION/RESOLUTION: Director Bill moved that the Board of Directors approve the Regular Session Board Meeting Minutes, as attached. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

3. **Public Official Comments**

The Board heard public official comments.

4. **Presentations**

- Allied Universal Security Services Community Patrol Captain Zachary Wells provided a Community Patrol Update.
- President Van Vleet recognized the Members of the Month – Bonnie Dubbs and Doug Schultz for their immeasurable service and contribution to the Canyon Lake Property Owners Association and the Canyon Lake Community.

5. **Announcements**

- President Van Vleet announced the Fire Station Purchase and Sale Agreement (PSA) escrow closure.

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

None.

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

MOTION/RESOLUTION: Upon motion properly made by Director Kamashian, seconded by Director Bill and five votes in favor, items A, B, C and D were approved.

President Van Vleet moved that the Board of Directors correct the motion to reflect approval of items A, B, and D of the Consent Agenda, and table item C. Director Cook seconded. MOTION CARRIED

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

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

B. **Report of Executive Session Actions**

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

- C. APPROVAL: Exhibit Correction for the 2024 Annual Meeting of the Members and Election of Directors' Ballot

MOTION/RESOLUTION: Director Bill moved that the Board of Directors table this item. Director Cook seconded. TABLED

- D. Authorization of Liens

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

8. Board Action Items

8.1 APPROVAL: Canyon Lake Property Owners Association Board of Directors Resolution to Approve Execution of Final Documents / Closing for Sale to City of Canyon Lake of Portion of Parcel No. 353-101-002, Located at 28730 Vacation Drive which Houses Canyon Lake Fire Station No. 1 ("Fire Station").

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve the attached resolution that, in part, authorizes CLPOA's President, Bill Van Vleet, and General Manager, Eric Kazakoff, to execute any and all necessary documents to effectuate the sale of the Fire Station from CLPOA to the City, subject to the terms of the PSA. Director Doherty seconded. A roll call vote was held. Five votes in favor. MOTION CARRIED

8.2 APPROVAL: TWG Member Appointment

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve the appointment of Lawrence Mensch to serve on the TWG Committee. All contingent upon execution of a confidentiality agreement, effective immediately. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

8.3 APPROVAL: Green Committee Member Appointment

MOTION/RESOLUTION: Director Cook moved that the Board of Directors appoint Marcus Schonabaum and Larry Mensch as members on the Green Committee, and Edward Reyes as the alternate. All contingent upon execution of a confidentiality agreement, effective January 1, 2024. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

8.4 APPROVAL: CIP Funding for Tennis Area Shade Project

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve \$295,862 plus a 8% contingency from CIP fund 05-6700 to build a new shade area near the Tennis Courts. President Van Vleet seconded. Five votes in favor. MOTION CARRIED

8.5 28-Day Reading: New Rule GR.4.1a Special Event Area Access

MOTION/RESOLUTION: Director Bill moved that the Board of Directors approve the 28-day reading to add rule GR.4.1a, as attached. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

8.6 28-Day Reading: Revise Rules GC.2.1-GR.13.2 and CC.2.8

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve the 28-day reading to

revise rules GC.2.1-GR.13.2 and CC.2.8 as attached. Director Kamashian seconded. MOTION FAILED

MOTION/RESOLUTION: Director Kamashian made a subsidiary motion that the Board of Directors approve the 28-day reading to revise rules GC.2.1-GR.13.2 and CC.2.8, as revised to modify the fee for loud noise to \$100 for CC.2.8. Director Bill seconded. Five votes in favor. MOTION CARRIED

8.7 APPROVAL: Revise Rule GR.5.3r Illegal Parking

MOTION/RESOLUTION: President Van Vleet moved that the Board of Directors approve to revise rule GR.5.3r, as attached. Director Kamashian seconded. A roll call vote was held. President Van Vleet in favor, four against. MOTION FAILED

9. Association Reports

- General Manager Eric Kazakoff provided an association report.
- Staff Reports, as written.

The Board recessed at 7:25 p.m. and resumed the meeting at 7:37 p.m.

10. Board Comments

Directors provided board comments.

11. Architectural Appeals

A. Jack Bright 23070 Giant Fir Place

Appealing ACC Denial of Change Improvement Application – Columns in Rear Setback

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors uphold the ACC Committee decision and deny the member's request. President Van Vleet seconded. Four votes in favor, Director Cook against. MOTION CARRIED

12. Next Meeting Date

- Tuesday, January 2, 2024, at 1:00 p.m. – Executive Session
- Tuesday, January 2, 2024, at 6:00 p.m. – Regular Session

13. Adjournment

MOTION/RESOLUTION: Director Kamashian moved to adjourn the meeting. Director Doherty seconded. Meeting adjourned at 8:22 p.m.

Minutes approved: _____ Approved on: _____

TO: Board of Directors

FROM: Controller

RE: Monthly Financial Statement Review

Background

5500.

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

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

Fiscal Impact

None

Recommendation:

Staff recommends that the Board review all financial documents that have been uploaded to the CLPOA drop box per Davis Sterling Code Section 5500. In addition, Staff recommends that the Board of Directors review and approve the attached Financial Statement for the latest monthly close.

Susan C. Dawood, Controller

Date: January 2, 2024

From: Lynn Jensen

Board Report: CLPOA Report of Executive Session

On behalf of the CLPOA Board of Directors, please see the Report of Executive Session for the Board Meeting held on January 2, 2024. The meeting was called to order at approximately 12:30 p.m. Items discussed during this session included:

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

Member Related Discussion - The Board of Directors and management held discussion on three (3) member related matters during this meeting.

3rd Party Contract/Agreement - The Board of Directors and management held discussion on four (4) third party contract/agreements pending with the Association during this meeting.

Personnel Matters - The Board of Directors and management held discussion on pending personnel matters during this meeting.

The meeting concluded at or before 5:30 p.m.

Lynn Jensen

Lynn Jensen
Assistant General Manager

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: January 2, 2024 **ACTION:**

TO: Board of Directors

FROM: Corporate

RE: **APPROVAL: Exhibit Correction for the 2024 Annual Meeting of the Members and Election of Directors' Ballot and 2024 Election Schedule**

Background

On November 7, 2023, Canyon Lake Property Owner's Association's Board of Directors approved the 2024 Annual Meeting of the Members and Election of Directors' Ballot with the following measures:

Measure I: IRS Revenue Ruling 70-604

Measure II: Bylaw Amendment Art. VI., Section 1., to add a new subsection (h) (Exhibit A)

Measure III: Bylaw Amendment Art. VI., Section 3., to Extend Future Board Director Terms to One (1) Four-Year (4) Term (Exhibit B)

Measure III's exhibit was found to have some minor technical changes that require correction before being placed on the ballot. It has been rewritten, rather than redlined, for optimal clarity.

Fiscal Impact

n/a

Recommendation

It is recommended that the Board of Directors approve the corrected ballot measure Exhibit B and the 2024 Election Schedule, as attached.

Harmony McNaughton, CCAM-LS, CMCA

Harmony McNaughton, CCAM-LS, CMCA

PIO / Clerk of the Board

Canyon Lake Property Owners Association

EXHIBIT "B"

PROPOSED AMENDMENT TO THE BYLAWS

MEASURE III: Bylaw Amendment Art. VI., Section 3., to Extend Future Board Director Terms to One (1) Four-Year (4) Term

The proposed rewrite of the Canyon Lake Property Owners Association Bylaw Provision Art. VI, Section 3 is as follows:

Proposed Bylaws Article VI, Section 3.

Section 3. Election and Term of Office. Directors shall serve 4 year terms; except in the case the entire Board is removed, dies or resigns, as set forth below. If the Board is composed of 5 directors, 2 will be elected in one election, and 3 in the next election.

If a person is appointed Director, to fill a vacancy, that person may serve as Director for the remainder of the appointed term and be elected for a 4 year term immediately following conclusion of the term for which they were appointed. Under no circumstances, however, shall a person serve as Director for more than 8 years consecutively.

If the entire Board is removed, dies or resigns, in the next election of Directors all 5 seats will be elected; the 2 Directors elected with the lowest number of votes shall serve 2 year terms; and the 3 Directors elected with the highest number of votes shall serve 4 year terms, to enable CLPOA to hold elections every other year. Following this initial election, all elections will be staggered every other year, and all elected terms shall be 4 years.

Directors shall serve for the terms stated above or until their respective successors are elected, or until their death, resignation, or removal, whichever is earliest. Any successor Director selected to fill a vacancy in accordance with Section 4, below, shall serve for the balance of the term remaining 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
2024 Annual Meeting Election Schedule**

<p>“Notice of Intent to Run” Mailed, Procedure, and Deadline for submitting Intent to Run and Related Forms.</p>	<p style="text-align: right;">Friday, January 19, 2024</p>
<p>2024 Inspector of Election HOA Elections of California, Inc., Jeff Price / Hudson Gallaher</p>	
<p style="text-align: center;"><u>“Notice of Intent to Run” Forms/Statements</u> Must be completed and returned to the Clerk of the Board in the Corporate Office. Statements will be posted in Admin. Building lobby bulletin board and on www.canyonlakepoa.com.</p>	<p style="text-align: right;">Thursday, February 22, 2024 No Later Than 3:00 p.m.</p>
<p style="text-align: center;"><u>Candidate Orientation Meeting</u> PLEASE NO CAMPAIGNING PRIOR TO THIS MEETING (pins/badges, signs, shirts, coffees, forums, flyers, etc.)</p>	<p style="text-align: right;">Friday, February 23, 2024 2:00 p.m. – POA Conference Room</p>
<p>General Notice Mailed – Notice of meeting particulars including date/time/location as well as candidates who will be on the ballot.</p>	<p style="text-align: right;">Friday, March 1, 2024</p>
<p>PLEASE NO POSTING OF SIGNS PRIOR TO MARCH 31, 2024 clpoa election signs can only be placed in the Community Setback in the forty-five (45) day period prior to the election in accordance with the Election Sign Policy.</p>	<p style="text-align: right;">Sunday, March 31, 2024</p>
<p>Member of Record Date – Determines Members Entitled to Meeting Notice and Eligibility to Vote</p>	<p style="text-align: right;">Monday, April 1, 2024</p>
<p>Mail Notice of Annual Meeting/Ballots/Election Rules/Statements Mailed to Members</p>	<p style="text-align: right;">Monday, April 1, 2024 Civil code requires they be sent out at least 30 days prior to the meeting date, which is May 15</p>
<p>Last Day It’s Recommended a Homeowner Mail a Ballot</p>	<p style="text-align: right;">Wednesday, May 8, 2024 Last day recommended to mail your ballot</p>
<p>Annual Meeting of the Members and Election of Directors</p>	<p style="text-align: right;">Wednesday, May 15, 2024 8:00 a.m. Lodge (polls open at 8 a.m.), meeting called to order and polls Close approximately 9:00 a.m. 1st Adjourned if needed Friday, May 17, 2024 (9:00 a.m.)</p>

Members can follow updates on the election, including ballot counts at www.myhoavote.com. Select “Canyon Lake POA” in the community list.

If you have an issue or question regarding your ballot, please contact:
HOA Elections of California, Inc.
951.667.7191 Or email: info@hoaelections.com

Date: January 2nd, 2024

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. 351-155-011 | 16.353-292-015 |
| 2. 355-402-005 | 17.353-074-016 |
| 3. 355-411-015 | 18.351-183-006 |
| 4. 355-411-024 | 19.355-123-012 |
| 5. 353-182-011 | 20.355-037-003 |
| 6. 355-144-001 | 21.351-132-006 |
| 7. 355-131-019 | 22.351-131-017 |
| 8. 355-103-007 | 23.351 162 011-6 |
| 9. 351-171-008 | 24.353-192-017 |
| 10.353-191-030 | 25.353-151-008 |
| 11.354-071-017 | 26.356-143-004 |
| 12.355-123-038 | 27.353-253-050 |
| 13.355-404-010 | 28.355-212-021 |
| 14.353-144-003 | 29.355-031-014 |
| 15.353-132-006 | 30.351-162-005 |

Date: December 5, 2023

To: Board of Directors

From: Steve Schneider, Operations Department - CLPOA Staff Liaison

RE: Committee Appointment – TWG Committee

Background

Lawrence Mensch was selected for the open position on the TWG Committee. The TWG Committee unanimously accepted this member in their October meeting.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the appointment of Lawrence Mensch to serve on the TWG Committee. All contingent upon execution of a confidentiality agreement, effective immediately.

Steve Schneider

Steve Schneider, Director of Operations

Date: December 5, 2023

To: Board of Directors

From: Steve Schneider, Operations Department - CLPOA Staff Liaison

RE: Committee Appointment – Green Committee

Background

The Green Committee Charter was changed to no longer have representatives from the different clubs on the committee. Instead, the committee will have seven (7) regular members and one (1) alternate as of January 2024. The Committee would like to appoint Marcus Schonabaum and Larry Mensch as members and Edward Reyes as the Alternate. The Green Committee unanimously accepted these members in their November meeting.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the appointment of Marcus Schonabaum and Larry Mensch as members and Edward Reyes as the Alternate to serve on the Green Committee. All contingent upon execution of a confidentiality agreement, effective January 1, 2024.

Steve Schneider

Steve Schneider, Director of Operations

DATE: January 2, 2024 **Action**

TO: Board of Directors

FROM: Estates Committee

RE: Committee Member Removal – Estates Committee

Background

Currently, the Estates committee has 5 members appointed to this committee. When one or more members are absent from the meeting, it can cause the committee to not meet quorum and be able to hold their scheduled meeting. Over the past year, the Estates committee has had multiple meetings where they were not able to meet quorum due to committee member(s) being absent.

With the absences and not being able to conduct committee meetings, the Estates committee has recommended that the Board remove a member for non-attendance, and allow the committee to appointment a member to fill a vacancy. The committee is recommending to remove Frances Duman as a committee member, and allow for applications to be reviewed to appointment a new committee member.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors remove Frances Duman from the Estates Committee, to allow for a new committee member to be appointed.

Lynn Jensen

Lynn Jensen
Assistant General Manager

Date: 1/2/24

Board Action Item

To: Board of Directors

From: Planning and Compliance Department

Re: 28-Day Reading for Revised Rule – PC.5.7 Accessory Structure

Background

The ACC Committee and staff felt it is necessary to update PC.5.7 accessory structure to include special conditions. Tract 3961 is exempt from this rule due to their CC&Rs.

Change due to conditions of approval include:

1. Tract 3961 exempt due to the tract CC&R
2. Thatching if used, to be sprayed with fire retardant.
3. Structures must be attached to cement in case of high winds.
4. Storage containers are considered portable and do not need to meet PC.5.3 for matching roof material, and PC.5.7 for matching colors. They may have plastic floors.

Fiscal Impact

Fine: none informational only

Recommendation

It is recommended that the Board of Directors approve the 28-day reading for PC.5.7 Accessory Structures, as attached.

Cheryl Mitchell
Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.5.7 Accessory Structures

Upon application to and receipt of Committee approval, a separate storage building, or permanent shade structure may be installed on a lot, but it shall conform to all provisions of the restrictive declarations. A separate storage building *cannot be of a temporary nature* and shall have a cement or wood floor. The roof must match the roof of the main structure in color and materials and the walls must also match the main structure. Metal sided buildings will not be approved without skins covered in plywood or like material, then matched to the main structure. Maximum size is one-hundred twenty (**120**) sq. feet. Over that size requires structural plans and a city permit. Plastic storage containers may be approved on an individual basis. Temporary shade structures shall be removed within twenty-four (**24**) hours.

Proposed Change (Redlined):

PC.5.7 Accessory Structures

~~Upon application to and receipt of Committee approval,~~ a separate storage building, or permanent shade structure may be installed on a lot, but it shall conform to all provisions of the restrictive declarations. A separate storage building *cannot be of a temporary nature* and shall have a cement or wood floor. The roof must match the roof of the main structure in color and materials and the walls must also match the main structure. Metal sided buildings will not be approved without skins covered in plywood or like material, then matched to the main structure (N/A Tract 3961 Mobiles). Thatching, if used, must be sprayed with fire retardant. Structures must be attached to cement in case of high winds. Maximum size is one-hundred twenty (**120**) square feet. Over that size requires structural plans and a city permit. Plastic storage containers ~~may be approved on an individual basis.~~ are considered portable and do not need to meet PC.5.3 for matching roof material and PC.5.7 for matching colors. They may have a plastic floor. Temporary shade structures shall be removed within twenty-four (**24**) hours.

Proposed Change:

PC.5.7 Accessory Structures

A separate storage building, or permanent shade structure may be installed on a lot, but it shall conform to all provisions of the restrictive declarations. A separate storage building *cannot be of a temporary nature* and shall have a cement or wood floor. The roof must match the roof of the main structure in color and materials and the walls must also match the main structure. Metal sided buildings will not be approved without skins covered in plywood or like material, then matched to the main structure (N/A Tract 3961 Mobiles). Thatching, if used, must be sprayed with fire retardant. Structures must be attached to cement in case of high winds. Maximum size is one-hundred twenty (**120**) square feet. Over that size requires structural plans and a city permit. Plastic storage containers are considered portable and do not need to meet PC.5.3 for matching roof material and PC.5.7 for matching colors. They may have a plastic floor. Temporary shade structures shall be removed within twenty-four (24) hours.

Fine: None. Informational only.

Justification: The rule needed updating for what we are approving.

Date: 1/2/24

Board Action Item

To: Board of Directors

From: Planning and Compliance Department

Re: 28-Day Reading for Revised Rule – PC.4.21 Household and Storage Modules

Background

Due to community complaint regarding pods on the street for certain number of days; the Committee and staff felt it necessary to revise PC.4.21.

The rule needed updating for what the Committee is approving for dumpster and pods. Modules/Pods are currently being used as storage for homes that experience leaks or remodeling of the interior of the property, housing furniture and other personal items.

If the pod/dumpster is parked on the street, they shall be placed parallel and adjacent to the curb, have reflectors so as to be visible from street at night, and not to block the driveway and to removed within fourteen (14) days from approval.

The module after being filled is required to be removed from the street, and when the modules are returned another permit is required.

The current changes to the rule in red is property vs street, requiring a permit, and the time allowed to remain.

Dumpster and Pod (modules) in the street or on the driveway will require an application for approval. Prior to this rule revision it was only the ones on the street that required approval. This is being done in for the department to monitor and send notifications for dumpsters/pods to be removed when necessary.

Fiscal Impact

Fine: \$250 per month (for no permit) (no change to fine amount)

Recommendation

It is recommended that the Board of Directors approve the 28-day reading for PC.4.21, as attached.

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.4.21 Household and Storage Modules

Modules shall not be stored in the street without permission from the Committee. They shall also be placed parallel and adjacent to the curb, have reflectors so as to be visible from the street at night, and not block a driveway.

Proposed Change (Redlined):

PC.4.21 Household and Storage Modules (Pods)

Modules shall not be stored ~~in on the property or~~ street without ~~permission from the Committee.~~ ~~approval.~~ ~~If parked in the street, they shall also~~ be placed parallel and adjacent to the curb, have reflectors so as to be visible from the street at night, and not block a driveway. ~~Modules will only be allowed for fourteen (14) days and then must be removed.~~

Proposed Change:

PC.4.21 Household and Storage Modules (Pods)

Modules shall not be stored on the property or street without approval. If parked in the street, they shall be placed parallel and adjacent to the curb, have reflectors so as to be visible from the street at night, and not block a driveway. Modules will only be allowed for fourteen (14) days and then must be removed.

Fine: No Change

Justification: The rule needed updating for what we are approving. Modules are currently be used as storage sheds and left on the street or property for months. The member should fill the module and then have it removed and put in storage or moved to their new residence. If or when they are returned, another permit is required.

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: January 2, 2024 **ACTION:**

TO: Board of Directors

FROM: Member Services Manager

RE: Approval – New Rule GR.4.1a Special Event Area Access

Background

With the increased popularity of members using bicycles, e-bikes, scooters and skateboards as transportation throughout the community, there has been a significant increase in use of these personal devices brought to many of the special events held within the community. With the increased number of these personal devices, it has had an impact on pedestrian and vehicle/golf cart traffic at the special event locations. With this increased personal device traffic, event access for pedestrians and participants in the events has become more congested.

Currently, there is not a rule addressing the use of bicycles, scooters, skateboards, E-Bikes, etc. in the event areas, or for being parked and/or left on common area during these special events. To alleviate the congestion, and potential for pedestrians or participants to not be allowed ease of path through the parking lots, roads and events areas, staff is recommending the Board approve a rule revision for use of bicycles, e-bike, skateboards, scooters, etc. in the special events areas, parking lots and roadways during the designated event times.

Staff is recommending the attached amendment to restrict access to walking these personal devices into the event parking lots, roads, or common areas during special events. These personal devices may be parked in designated areas at the special events.

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve to add the new rule GR.4.1a, as attached.

Mary McFadden

Mary McFadden, Member Services Manager

Current Rule

None

Proposed Revision (Redlined)

GR.4.1a - All personal mobility devices e.g., bicycles, scooters, E-bikes, skateboards, etc. may not be ridden in or upon at special events located on common area, in parking lots, or on roadways where a special event is taking place. In addition, members riding personal use devices to the event, must walk the device in and around the event area, parking lot, or roadway and park the device in the designated area at the special event.

Fine: ~~\$100.00~~

Revised Rule

GR.4.1a - All personal mobility devices e.g., bicycles, scooters, E-bikes, skateboards, etc. may not be ridden in or upon at special events located on common area, in parking lots, or on roadways where a special event is taking place. In addition, members riding personal use devices to the event, must walk the device in and around the event area, parking lot, or roadway and park the device in the designated area at the special event.

Fine: \$100.00

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: January 2, 2024

ACTION:

TO: Board of Directors

FROM: Mary McFadden

RE: Approval - Revise Rules GC.2.1-Gr.13.2 and CC.2.8

Background

The Rules Review Committee was tasked with reviewing and recommending updates to the golf rules. The Rules Review Committee met with Jon Keigwin from the Green Committee on October 17, 2023 to discuss rule revisions for golf rules. The committee is recommending the Green Committees revisions as attached.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve to revise rules GC.2.1-GR.13.2 and CC.2.8 as attached.

Mary McFadden, Member Services Manager

Current Rule

GR.6.13 Golf Course and Country Club Access

These are the requirements established by CLPOA for access control to the Golf Course and Country Club areas.

areas.

GR.6.13a - Golf cart paths are limited to golfers or guests of the Country Club only.

GR.6.13b - No pedestrian trespassing (on golf course).

GR.6.13c - No skateboard, bicycles, scooters or rollerblades allowed on the golf cart paths.

Proposed Revision (Redlined)

~~GR.6.13 Golf Course and Country Club Access~~

CC.2.8 Country Club Area Access

These are the requirements established by CLPOA for access control to the ~~Golf Course and Country Club~~ areas.

~~**GR.6.13a** - Golf cart paths are limited to golfers or guests of the Country Club only.~~

~~**GR.6.13b** - No pedestrian trespassing (on golf course).~~

~~**GR.6.13c** - No skateboard, bicycles, scooters or rollerblades allowed on the golf cart paths.~~

CC.2.8 Access to the Country Club area through the golf course paths must be with a registered golf cart only. All other pedestrians and vehicles must enter through the parking lot

\$100 Fine

Revised Rule

CC.2.8 Country Club Area Access

Access to the Country Club area through the golf course paths must be with a registered golf cart only. All other pedestrians and vehicles must enter through the parking lot

Fine: \$100

GOLF COURSE (GC)

Proposed Revision (Redlined)

GOLF COURSE (GC)

NOTICE TO ALL MEMBERS: Sections of this Property Owner's Manual include references to certain fees and / or costs that are required to be charged as approved by the Canyon Lake Property Owners Association (CLPOA). Failure to comply with any of these as set forth herein may result in applicable fine(s). For additional information, refer to the Schedule of Fees and Fines.

SECTION I - INTRODUCTION

The Canyon Lake Golf Shop opened in 1970. The 18-hole golf course and driving range are located off Railroad Canyon Road adjacent to the Canyon Lake Country Club facility. The course features ~~5,927~~ (6000) yards of golf from the longest tees for a par of 71. The course rating is ~~68.7~~ 69.2 and it has a slope rating of ~~123~~ 125 on Bermuda grass. The ~~course was~~ architecture and most recent renovations were designed by Ted Robinson, ASGCA, with most recent renovations by Casey O'Callahan, ASGCA. There is also an adjoining full-service Golf Shop that is open 7 days and has helpful staff to assist golfers with all of their needs. The driving range, Golf Shop and Country Club are open to the public; however, the golf course is private and use is available only to Canyon Lake residents ~~members~~ and their guests. Proper golf etiquette should be standard practice at all times.

SECTION II - GOLF COURSE RULES FOR MEMBERS

Members as herein defined, include a long-term Lessee with lease of one (1) year or more who possesses recreational use rights as defined in Rules and Regulations of the Property Owners CLPOA under leases.

These rules are to be adhered to by all. Any violation of the rules may result in applicable fine(s). Further, any violation of the rules could also result in the loss of golfing privileges.

GC.2.1 Use Privileges – Defined

Members in Good Standing are allowed daily use of the golf course and related facilities in accordance with hours, procedures and restrictions, as stated in these rules.

GC.2.2 Outside Golf Memberships

Outside Golf Memberships are available to Non-Members of the Canyon Lake Property Owners Association pursuant to the Associations Revocable Membership Agreement. An outside Golf Member in compliance with these rules and all provisions of his / her Revocable Golf Membership Agreement shall also be considered a member in good standing for purposes of golf course and country club facilities use only. No other privileges are afforded to outside Golf Members.

GC.2.3 Limitations

The following are limitations for guests of members.

- Member must be a Member in Good Standing in order to extend golf course use privileges to guests.
- Maximum number of guests per member is four(4) at any one time. Exception: The Golf Professional may schedule Member-sponsored coordinated groups of twelve (12) or more.

GOLF COURSE (GC)

GC.2.4 Reciprocal Play (Non-Members)

Defined as persons who are Members of other private golf courses where reciprocal play privileges are extended.

Reservations are required. ~~Cash-Only~~ **Payment of Fees** - appropriate fees shall be satisfied ~~on~~ **by the individual at time of check in.** ~~cash basis only.~~ Individual must show proof of current membership of said golf entity, at time of play.

GC.2.5 Non-Members

The golf course is closed to outside play with the following exceptions:

- Guests of Members.
- Reciprocal play.
- Sanctioned tournament play.
- Member-sponsored / coordinated organized play.
- Non-Members with an approved CLPOA Annual Revocable Golf Membership
- Schools team members.

SECTION III - GOLF COURSE RULES FOR USE AND PLAY

Rules and regulations have been established by CLPOA for use and play. These rules are to be adhered to by all. Any violation of the rules may result in applicable fine(s). Further, any violation of the rules could also result in the loss of golfing privileges.

GC.3.1 Registration and / or Payment

All players must first register in the Golf Shop. The non-member fee rate will be charged to those unable to show evidence of membership (CLPOA membership card).

GC.3.2 Junior Players

Junior players, unaccompanied by an adult, may play the course provided they can show evidence of knowledge of all safe golfing practices. ~~NOTE: Pro Shop to have written record of evidence.~~

~~GC.3.3 Start~~

~~All players will start on the first tee unless otherwise permitted by the Starter.~~

GC.3.3 No Fivesomes

No fivesomes are permitted without specific permission from the Golf Shop

GOLF COURSE (GC)

GC.3.4 Practice

Practice is limited to Practice Facility. Only practice balls supplied by the golf shop are to be used on the driving range. Practice balls, baskets or bags are not to be removed from the Practice Facility.

GC.3.5 Stopping

Persons stopping between nines must check in with the Starter before resuming play.

GC.3.6 Falling Behind / Play Through

Groups falling more than one (1) hole behind must allow following group to play through.

GC.3.7 No Fighting or Misconduct

Fighting or misconduct of any kind is subject to applicable fine and suspension of golf privileges.

~~GC.3.8 No Loud Music (Moved to GC.3.14)~~

~~Radios, Stereos and other sound emitting devices shall not exceed an acceptable noise level~~

GC.3.8 Refillable Sand Bottles Required

It is mandatory for all golfers using the golf course to carry refillable sand bottles. ~~Divots on tees and fairways must be replaced, bunkers raked and ball marks on greens repaired.~~ This rule applies to all golfers walking or using golf carts. ~~(This should not be a rule)~~

GC.3.9 No Swimming, Fishing or Wading in Golf Course Lakes

No swimming, fishing or wading is permitted in golf course lakes. ~~Players' balls must be retrieved from shore.~~

GC.3.10 No Pets on Golf Course

Pets are not allowed on the golf course at any time (on leash or otherwise).

GC.3.11 Only Authorized Persons Allowed on Golf Course and / or Cart Paths

~~No persons except registered golfers, maintenance / supervisory personnel or authorized spectators are permitted on golf course or cart paths. Cart paths cannot be used to commute from one side of the community to the other.~~

~~Only authorized golf carts and persons allowed on the Golf Course and/or Cart Paths which include guests of the Country Club, registered golfers, maintenance/supervisory personnel or authorized spectators. Cart paths cannot be used to commute from one side of the Community to the other~~

GC. 3.12 Only Authorized Golf Carts Allowed on Golf Course

- No personal vehicles other than authorized golf carts allowed on golf course.
- No manually or electrically operated bicycles, skateboards, scooters, hoverboards, inline skates, rollerblade skates or other forms of transportation are allowed to be used on the golf course or cart paths
- A golf carts must be registered with the POA

GOLF COURSE (GC)

GC.3.13 No Pedestrians

No pedestrians allowed on the golf course or cart paths including walkers, joggers or runners

GC.3.14 No Loud Music

Radios, Stereos and other sound emitting devices shall not exceed an acceptable noise level

~~GC.3.13 No Bicycles~~

~~Bicycles are not permitted on golf course or cart paths.~~

~~GC.3.14 No Skateboards~~

~~No skateboard riding allowed on golf course or cart paths.~~

~~GC.3.15 No Scooters~~

~~No scooters are permitted on golf course or cart paths.~~

~~GC.3.16 No Inline Skates~~

~~Inline skates are not allowed on the golf course or cart paths.~~

SECTION IV - GOLF CART RULES

These rules have been established by CLPOA and are to be adhered to by all. Any violation of the rules may result in applicable fine(s). Further, any violation of the rules could also result in the loss of golfing privileges.

~~Golf carts pose a serious problem for the rough and fairway turf grass. They compact the soil, leave ruts in the turf in wet areas and damage new growth. As a result, the following rules have been established for golf carts:~~

GC.4.1 Drivers License Required

No person without a valid Driver License is permitted to operate any golf cart at any time on the golf course.

GC.4.2 Authorized Use Only

No one shall be permitted to ride in carts without permission from the Pro Shop unless playing golf. A fee may apply.

~~GC.4.3 Ninety Degree (90°) Rule in Effect~~

~~The ninety degree (90°) rule is in effect at all times. If this is unfamiliar, ask at the Golf Shop.~~

GC.4.4 Maximum Two (2) Persons Per Cart / Maximum Two (2) Carts Per Foursome

Two (2) persons per cart, maximum two (2) carts per foursome.

~~GC.4.5 No Fivesomes~~

~~No fivesomes are permitted without specific permission from the Golf Shop.~~

GOLF COURSE (GC)

~~GC.4.6 No Carts on Steep Hills~~

~~No carts on steep hills allowed.~~

~~GC.4.7 Stay on Paths~~

~~Golf carts must be kept on paths except to go to ball.~~

~~GC.4.8 Stay Off Tees~~

~~Golf carts must stay completely off tees.~~

GC.4.9 Stay and / or Park on Cart Path Around Tees and Greens

Stay and / or park on the cart path around tees and greens. Keep all four (4) tires on cart path at all times.

~~GC.4.10 No Parking in Front of Greens~~

~~Golf carts may not be parked in front of greens.~~

GC.4.11 Maintain Required Distance from Greens

Golf carts must be kept at least ~~fifteen~~ ~~twenty (20)~~ (15) yards away from greens.

GC.4.12 Maintain Required Distance from Greens for Carts with Authorized Medical Flags

Carts with authorized medical flags must go no closer than fifteen (15) yards to greens or tees.

GC.4.13 Carts without Turf-Friendly Tires Allowed on Cart Paths Only

Carts without turf friendly tires must remain on cart path at all times.

~~SECTION V – GOLF COURSE OPERATIONS POLICY FOR USAGE~~

~~PREAMBLE~~

~~CLPOA Golf Course Operations Policy is as follows:~~

~~GC.5.1~~

~~This policy has been adopted by the Board of Directors, upon the recommendation of the Green Committee, to provide for orderly operation of golfing activities and to ensure that all Canyon Lake property owners and their guests have first priority. This policy recognizes the fact that Member competition exists for preferred starting times and attempts to address the problem equitably.~~

~~GC.5.2~~

~~Major holidays and / or holiday weekends are determined annually and posted in the Golf Shop for advanced notification of exceptions to normal operating procedures.~~

~~GC.5.3~~

~~Any reference to the Golf Professional includes the Golf Professional and his designees.~~

GOLF COURSE (GC)

GC.5.4

For purposes of clarification of this Golf Course Operations Policy, golf course use privileges are extended to Members in Good Standing that are Prime Members and / or Associate Members.

SECTION VI - POLICY FOR HOURS OF OPERATION, OPEN PLAY & CLOSURE

Weather and conditions permitting, the operating hours of the golf course, pro shop and practice facility shall be set by the Golf Professional, with the concurrence of the General Manager. Any change in operating hours shall be effective immediately upon posting at the Golf Course unless a later effective date is specified in the notice. Hours of operation shall also be noticed to the local membership in the Association's official publication within seven (7) days after the effective date of any change. NOTE: ~~In the event of a frost delay, a modified shotgun format may be utilized to shorten the delay of tee times.~~ Rental carts must be returned fifteen (15) minutes prior to sunset.

GC.6.1 Open Play

Open Play pertains to the following:

- Sunday all day (except for tournaments approved by the Golf Professional).
- Monday all day (except for designated maintenance days).
- Tuesday after Women's Club organized play.**
- Wednesday after Men's Club organized play and after Family Club organized play.**
- Thursday **before and** after Niner's Club organized play.**
- Friday all day (**except for tournaments approved by the Golf Professional**).
- Saturday all day (except for tournaments approved by the Golf Professional).

****NOTE:** Upon completion and clearing of the #1 Tee, the Golf Professional will schedule open play.

GC.6.2 Closure of Golf Course

Course will be closed for a full maintenance day each month. Maintenance days will take place on the 2nd Monday of each month. In the event of a scheduling conflict, the General Manager has the authority to change the maintenance day. The course will be closed for ~~18~~ 21 days in the fall, usually in late September or early October.

SECTION VII - POLICY FOR GOLF TOURNAMENTS

Approved Tournaments are as follows:

GC.7.1 Annual **Tournaments**

Tournament requests will be submitted to the Club Professional for approval and scheduling.

~~GC.7.2 Weekly~~

- ~~Tuesday Morning – Women's Club.~~
- ~~Wednesday Morning – Men's Club Day.~~
- ~~Wednesday Afternoon – Family Club Day.~~
- ~~Thursday Morning – Niner's Club Day.~~

~~GC.7.3 Junior Golf~~

~~Tournaments to be coordinated with the Golf Professional.~~

GOLF COURSE (GC)

~~GC.7.4 Outside Tournaments~~

~~An outside tournament is defined as non-Member play, organized under the direction and with the approval of the Golf Professional for the purpose of generating revenue.~~

SECTION VIII - DRESS CODE POLICY

~~Proper dress~~ **Appropriate golf** attire is required. The Golf Professional shall refuse play or expel from the course and practice facility, during play, anyone who refuses to comply with the following:

Golf Attire - Proper golf attire is required for all players:

Men: Shirts with collars and sleeves, slacks or bermuda shorts of mid-thigh length are considered appropriate attire. Mock turtleneck shirts with at least 1.25-inch break are the only non-collar shirts.

Not permitted: tank tops, t-shirts, mesh shirts, sweatpants, warm-up suits, swimwear, gym shorts, or other athletic shorts.

Women: Dresses, skirts, slacks, mid-length shorts and blouses are considered appropriate golf attire along with sleeveless collared shirts.

Not permitted: halter tops, t-shirts, bare midriffs, cutoff shorts, sweatpants, swimwear, or other athletic shorts.

Denim is not considered proper golf attire for either the golf course or practice facility.

Golf shoes with metal spikes are not allowed, shoes with soft spikes or spikeless shoes must be worn.

~~GC.8.1 Shirt Style~~

~~Men's shirts must have a fold down collar or Mock Turtle T.~~

~~GC.8.2 Halter Tops, Tube Tops, Tank Tops or Bare Midriffs are Not Permitted~~

~~No halter tops, tube tops, tank tops or bare midriffs.~~

~~GC.8.3 Short Shorts are Not Allowed~~

~~No short shorts. Shorts more than 5" above the knee must be 18" from the waistband to the hemline. This applies to both male and female golfers.~~

~~GC.8.4 Shirts and Shoes Required~~

~~Shirts and shoes must be worn at all times.~~

~~GC.8.5 No Denim Jeans or Shorts are Allowed~~

~~No denim jeans or denim shorts.~~

~~GC.8.6 No Cutoffs, Athletic Shorts, Board Shorts and / or Bathing Suits Allowed~~

~~No cutoffs, no athletic shorts, no board shorts, no bathing suits.~~

GOLF COURSE (GC)

~~GC.8.7 Non-Metal Spikes Required~~

~~Canyon Lake Golf Course requires non-metal spikes.~~

~~GC.8.8 Dress Code in Effect at Golf Course and Practice Facility~~

~~The dress code is in effect in and around the practice facility and golf course at all times.~~

SECTION IX - RESERVATIONS PROCEDURE

These procedures are to be followed for making reservations. Methods are as follows:

GC.9.1 Annual Members

Reservations for starting times may be made **by phone, in person or online** up to fourteen (14) days in advance ~~beginning at 6:45 a.m. daily~~ for resident members with an annual membership. All other members may make a reservation ten (10) days in advance. Non-resident annual members may make a reservation ~~ten-seven (7)~~ **(10)** days in advance.

GC.9.2 Guests of Members

Reservations must be made by hosting Member only.

~~GC.9.3 Advanced Reservations~~

~~The Golf Professional should be notified promptly of any cancellations. Failure to adhere to this policy may result in loss of the privilege.~~

~~**GC.9.3a Multiple Starting Times**— Member's group play non-prime time (after 10:30 a.m.) starting times may be assigned a maximum of ten (10) days in advance. NOTE: This is excluding major holidays / holiday weekends at the discretion of the Golf Professional. Maximum one (1) hour of starting times per group approximately eight (8) starting times. Submit participants' names upon making reservations. Overbooking may result in loss of privileges.~~

~~**GC.9.3b Reciprocal Players'**— Starting times should be made by the reciprocal club's Golf Professional at least two (2) days in advance.~~

~~**GC.9.3c Outside Groups with Twelve (12) or More Players**— Member sponsored coordinated (non-prime time only).~~

- ~~• Must be made a minimum of ten (10) days in advance.~~
- ~~• Must be arranged by the Golf Professional.~~
- ~~• Must not conflict with the established course group priorities.~~
- ~~• A non-refundable deposit is required. Any potential refund will be made at the discretion of the Golf Professional.~~

SECTION X - CHECK IN PROCEDURE

~~The Golf Professional has the authority to substitute players on the tee for any tardy player or groups, and to assign additional players to complete foursomes.~~

GOLF COURSE (GC)

All players must register in the Pro Shop fifteen (15) minutes in advance of starting time and present proper identification upon request. All guests must be registered prior to check-in.

SECTION XI - GOLF CART RENTAL PROCEDURE

These are the procedures for golf cart rental.

- In order to rent a golf cart, a golf cart rental agreement must be properly executed.
- Driver must have a valid Driver License and must be eighteen (18) years of age or older.

SECTION XII - TEMPORARY MEDICAL FLAG PROCEDURE

These are the procedures for temporary medical flag. A temporary medical flag may be obtained from the Golf Professional by **providing one of the following:**

- Presenting a Department of Motor Vehicles (DMV) handicap placard validated by Drivers License.
- Presenting a DMV certification form completed and signed by an authorized physician for individuals not holding a valid Driver License.
- A letter confirming a medical problem signed by a doctor.

A daily temporary medical flag may be issued at the Golf Professional's discretion and must be returned to the golf shop at the end of the round.

~~GC.12.1~~

~~Presenting a Department of Motor Vehicles (DMV) handicap placard validated by Drivers License.~~

~~GC.12.2~~

~~Presenting a DMV certification form completed and signed by an authorized physician for individuals not holding a valid Driver License.~~

~~GC.12.3~~

~~A letter confirming a medical problem signed by a doctor.~~

~~GC.12.4~~

~~A daily temporary medical flag may be issued at the Golf Professional's discretion and must be returned to the golf shop at the end of the round.~~

SECTION XIII - GOLF COURSE MARSHAL'S PROCEDURE FOR ENFORCEMENT OF RULES & REGULATIONS

The Canyon Lake Golf Course is a private golf course for residents of Canyon Lake. Non-residents may play golf if they are sponsored by a resident of Canyon Lake. The sponsoring resident is responsible for their guests at all times, and is ultimately responsible for all actions and fines of their guests.

The duties of the Golf Course Marshals are to ensure that the rules and regulations of the CLPOA are upheld and that the approved golf course policy is met and to ensure proper speed of play.

GOLF COURSE (GC)

GC.13.1

It is proper for the Golf Course Marshals to issue citations; however, it should always be the intent to gain conformity with the rules and regulations.

GC.13.2

A copy of the CLPOA Rules and Regulations should be in the Marshals' possession at all times and should quote the rule to the violator. If the necessary result is not achieved, proceed with the appropriate action.

Revised Rule

GOLF COURSE (GC)

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GOLF COURSE (GC)

GC.2.3 Limitations

The following are limitations for guests of members.

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- Non-Members with an approved CLPOA Annual Revocable Golf Membership
- Schools team members.

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GOLF COURSE (GC)

GC.3.3 No Fivesomes

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Groups falling more than one (1) hole behind must allow following group to play through.

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Fighting or misconduct of any kind is subject to applicable fine and suspension of golf privileges.

GC.3.8 Refillable Sand Bottles Required

It is mandatory for all golfers using the golf course to carry refillable sand bottles. This rule applies to all golfers walking or using golf carts.

GC.3.9 No Swimming, Fishing or Wading in Golf Course Lakes

No swimming, fishing or wading is permitted in golf course lakes.

GC.3.10 No Pets on Golf Course

Pets are not allowed on the golf course at any time (on leash or otherwise).

GC.3.11 Only Authorized Persons Allowed on Golf Course and / or Cart Paths

Only authorized golf carts and persons allowed on the Golf Course and/or Cart Paths which include guests of the Country Club, registered golfers, maintenance/supervisory personnel or authorized spectators. Cart paths cannot be used to commute from one side of the Community to the other

GC. 3.12 Only Authorized Golf Carts Allowed on Golf Course

- No personal vehicles other than authorized golf carts allowed on golf course.
- No manually or electrically operated bicycles, skateboards, scooters, hoverboards, inline skates, rollerblade skates or other forms of transportation are allowed to be used on the golf course or cart paths
- A golf carts must be registered with the POA

GC.3.13 No Pedestrians

No pedestrians allowed on the golf course or cart paths including walkers, joggers or runners

GC.3.14 No Loud Music

Radios, Stereos and other sound emitting devices shall not exceed an acceptable noise level

GOLF COURSE (GC)

SECTION IV - GOLF CART RULES

These rules have been established by CLPOA and are to be adhered to by all. Any violation of the rules may result in applicable fine(s). Further, any violation of the rules could also result in the loss of golfing privileges.

GC.4.1 Drivers License Required

No person without a valid Driver License is permitted to operate any golf cart at any time on the golf course.

GC.4.2 Authorized Use Only

No one shall be permitted to ride in carts without permission from the Pro Shop unless playing golf. A fee may apply.

GC.4.4 Maximum Two (2) Persons Per Cart / Maximum Two (2) Carts Per Foursome

Two (2) persons per cart, maximum two (2) carts per foursome.

GC.4.9 Stay and / or Park on Cart Path Around Tees and Greens

Stay and / or park on the cart path around tees and greens. Keep all four (4) tires on cart path at all times.

GC.4.11 Maintain Required Distance from Greens

Golf carts must be kept at least fifteen (15) yards away from greens.

GC.4.12 Maintain Required Distance from Greens for Carts with Authorized Medical Flags

Carts with authorized medical flags must go no closer than fifteen (15) yards to greens or tees.

GC.4.13 Carts without Turf-Friendly Tires Allowed on Cart Paths Only

Carts without turf friendly tires must remain on cart path at all times.

GOLF COURSE (GC)

SECTION VI - POLICY FOR HOURS OF OPERATION, OPEN PLAY & CLOSURE

Weather and conditions permitting, the operating hours of the golf course, pro shop and practice facility shall be set by the Golf Professional, with the concurrence of the General Manager. Any change in operating hours shall be effective immediately upon posting at the Golf Course unless a later effective date is specified in the notice. Hours of operation shall also be noticed to the local membership in the Association's official publication within seven (7) days after the effective date of any change. Rental carts must be returned fifteen (15) minutes prior to sunset.

GC.6.1 Open Play

Open Play pertains to the following:

- Sunday all day (except for tournaments approved by the Golf Professional).
- Monday all day (except for designated maintenance days).
- Tuesday after Women's Club organized play.**
- Wednesday after Men's Club organized play and after Family Club organized play.**
- Thursday before and after Niner's Club organized play.**
- Friday all day (except for tournaments approved by the Golf Professional).
- Saturday all day (except for tournaments approved by the Golf Professional).

***NOTE: Upon completion and clearing of the #1 Tee, the Golf Professional will schedule open play.*

GC.6.2 Closure of Golf Course

Course will be closed for a full maintenance day each month. Maintenance days will take place on the 2nd Monday of each month. In the event of a scheduling conflict, the General Manager has the authority to change the maintenance day. The course will be closed for 21 days in the fall, usually in late September or early October.

SECTION VII - POLICY FOR GOLF TOURNAMENTS

Approved Tournaments are as follows:

GC.7.1 Tournaments

Tournament requests will be submitted to the Club Professional for approval and scheduling.

GOLF COURSE (GC)

SECTION VIII - DRESS CODE POLICY

Appropriate golf attire is required. The Golf Professional shall refuse play or expel from the course and practice facility, during play, anyone who refuses to comply with the following:

Golf Attire - Proper golf attire is required for all players:

Men: Shirts with collars and sleeves, slacks or bermuda shorts of mid-thigh length are considered appropriate attire. Mock turtleneck shirts with at least 1.25-inch break are the only non-collar shirts.

Not permitted: tank tops, t-shirts, mesh shirts, sweatpants, warm-up suits, swimwear, gym shorts, or other athletic shorts.

Women: Dresses, skirts, slacks, mid-length shorts and blouses are considered appropriate golf attire along with sleeveless collared shirts.

Not permitted: halter tops, t-shirts, bare midriffs, cutoff shorts, sweatpants, swimwear, or other athletic shorts.

Denim is not considered proper golf attire for either the golf course or practice facility.

Golf shoes with metal spikes are not allowed, shoes with soft spikes or spike less shoes must be worn.

SECTION IX - RESERVATIONS PROCEDURE

These procedures are to be followed for making reservations. Methods are as follows:

GC.9.1 Annual Members

Reservations for starting times may be made by phone, in person or online up to fourteen (14) days in advance for resident members with an annual membership. All other members may make a reservation ten (10) days in advance. Non-resident annual members may make a reservation ten (10) days in advance.

GC.9.2 Guests of Members

Reservations must be made by hosting Member only.

SECTION X - CHECK IN PROCEDURE

All players must register in the Pro Shop fifteen (15) minutes in advance of starting time and present proper identification upon request. All guests must be registered prior to check-in.

SECTION XI - GOLF CART RENTAL PROCEDURE

These are the procedures for golf cart rental.

- In order to rent a golf cart, a golf cart rental agreement must be properly executed.
- Driver must have a valid Driver License and must be eighteen (18) years of age or older.

GOLF COURSE (GC)

SECTION XII - TEMPORARY MEDICAL FLAG PROCEDURE

These are the procedures for temporary medical flag. A temporary medical flag may be obtained from the Golf Professional by providing one of the following:

- Presenting a Department of Motor Vehicles (DMV) handicap placard validated by Drivers License.
- Presenting a DMV certification form completed and signed by an authorized physician for individuals not holding a valid Driver License.

- A letter confirming a medical problem signed by a doctor.

A daily temporary medical flag may be issued at the Golf Professional's discretion and must be returned to the golf shop at the end of the round.

SECTION XIII - GOLF COURSE MARSHAL'S PROCEDURE FOR ENFORCEMENT OF RULES & REGULATIONS

The Canyon Lake Golf Course is a private golf course for residents of Canyon Lake. Non-residents may play golf if they are sponsored by a resident of Canyon Lake. The sponsoring resident is responsible for their guests at all times, and is ultimately responsible for all actions and fines of their guests.

The duties of the Golf Course Marshals are to ensure that the rules and regulations of the CLPOA are upheld and that the approved golf course policy is met and to ensure proper speed of play.

GC.13.1

It is proper for the Golf Course Marshals to issue citations; however, it should always be the intent to gain conformity with the rules and regulations.

GC.13.2

A copy of the CLPOA Rules and Regulations should be in the Marshals' possession at all times and should quote the rule to the violator. If the necessary result is not achieved, proceed with the appropriate action.

GOLF COURSE RULES		
Section No.	Abbreviated Violation	Fine Amount
GC.3.1	Registration and / or Payment	\$100.00
GC.3.3	No Fivesomes	\$100.00
GC.3.4	Practice	\$100.00
GC.3.5	Stopping	\$100.00
GC.3.6	Falling Behind	\$100.00
GC.3.7	Fighting or Misconduct	\$500.00
GC.3.9	Swimming, Fishing or Wading in Golf Course Lakes	\$100.00
GC.3.10	Pets on Golf Course	\$100.00
GC.3.11	Authorized Persons on Golf Course and / or Cart Paths	\$100.00
GC.3.12	Authorized Golf Carts Allowed on Golf Course	\$100.00
GC.3.13	No Pedestrians	\$100.00
GC.3.14	No Loud Music	\$100.00
GC.4.1	Drivers License Required	\$100.00
GC.4.2	Authorized Use	\$100.00
GC.4.3	Ninety Degree (90°) Rule	\$100.00
GC.4.4	Maximum Two (2) Persons Per Cart	\$100.00
GC.4.9	Stay and / or Park on Cart Path Around Tees and Greens	\$100.00
GC.4.11	Maintain Required Distance from Greens	\$100.00
GC.4.12	Maintain Required Distance from Greens for Carts with Authorized Medical Flags	\$100.00
GC.4.13	Carts without Turf-Friendly Tires	\$100.00

ACTIVITIES DEPARTMENT

Senior Center Dept. 19

- The Senior Committee meets at the Senior Center for their regular scheduled meeting on 1st Tuesdays at 9 am.
- Senior Center free Christmas dinner was a success filling all available spots.
- Senior Center New Year's Eve party is on sale now.
- No December Potluck.

Activities Dept. 50

- Park hours change on October 1, 2023, to winter hours of 8 am – 8 pm until April 30, 2024.
- Community benches throughout community. Give Activities a call to order a bench.
- Tree Lighting event had a great showing to top off an amazing festive night.
- Toy Drive and Christmas Parade had 85 decorated golfcarts, and a great turnout at Eastport Park.
- Concerts At The Lodge 2024 Concerts
 - February 10 - Oingo Boingo
 - April 20 - Thompson Square
 - August 10 – Marcy Playground
 - November 2 – Colt Ford
- CLUB RESERVATIONS FOR 2024
 - Please see the calendar attached for the bigger events coming up in 2024.

Pool Dept. 54

- Pool heaters and some additional maintenance plumbing is still ongoing.
- Pool will reopen Spring 2024!

Event & Activities Updates

Upcoming Events

- See the attached events Calendar for next year.

Classes

- Active Fitness – new name, same class
 - Tuesday & Thursday, 10-10:45 am @ the Lodge
- Dance Cardio – Get Fit with Sticks
 - Tuesday & Thursday, 9-9:45 am @ the Lodge
- Line Dancing
 - Tuesdays (Basic Introduction), 1-2 pm @ the Lodge
 - Tuesdays (Beginners), 2-4 pm @ the Lodge
 - Wednesdays (Improvers), 2-4 pm @ the Lodge
- Restorative Yoga
 - Thursdays, 7-8 pm @ the Lodge

Committees

Senior Committee – no open positions

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

JANUARY 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
	1	2	3	4	5	6	Jan 01 New Year's Day
							Jan 15 M L King Day
7	8	9	10	11	12	13	CLPOA:
							Jan 2 Board Meeting
14	15	16	17	18	19	20	Golf Course:
							Jan 08 Maintenance- Golf Course Closed
							Jan 08 Blood Drive
21	22	23	24	25	26	27	Clubs:
							Jan 21 Diamond Painting w/ Family Matters Club
28	29	30	31				Pool: Closed 1st – 31st
							Lake: No Events

FEBRUARY 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
				1	2	3	Feb 14 Valentine's Day
							Feb 19 Presidents' Day
4	5	6	7	8	9	10	CLPOA:
							Feb 10 Concert @ The Lodge w/ Oingo Boingo Former Members
							Feb Board Meeting
11	12	13	14	15	16	17	Golf Course: Feb 6 Maintenance- Golf Course Closed
							Clubs:
							Feb 4 Harvest Trade w/ The Graden Club
18	19	20	21	22	23	24	Feb 10 CLMGC Sweetheart Tournament
							Feb 24 Succulent Wreath Workshop w/ the Garden Club
25	26	27	28	29			Feb 25 JWC Charity Pickleball Tournament
							Pool: Closed 1 st -29 th Lake: No Events

MARCH 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
					1	2	Mar 29 Good Friday
							Mar 31 Easter Sunday Brunch
3	4	5	6	7	8	9	CLPOA
							Mar 5 Board Meeting
10	11	12	13	14	15	16	Golf Course:
							Mar 11 Maintenance- Golf Course Closed
17	18	19	20	21	22	23	Clubs:
							Mar 2 Fine Arts Concert – Frank Sinatra Tribute
							Mar 9 CL Family Golf Invitational
24	25	26	27	28	29	30	Mar 10 Lucky Duck Derby w/ Family Matters Club
							Mar 24 Easter Egg Hunt & Carnival w/ Family Matters
31							Pool: Mar 11 Opening Day Lake: No Events

APRIL 2024

SUN	MO	TUE	WE	THU	FRI	SAT	CLPOA:
	1	2	3	4	5	6	April 2 Board Meeting
							April 20 Concert @ The Lodge w/ Thompson Square
7	8	9	10	11	12	13	April 27-28 Community Garage Sale
							Clubs:
14	15	16	17	18	19	20	April 6 JWC Charity Golf Tournament
							April 6 Fairy Garden Workshop
21	22	23	24	25	26	27	April 17 Women's Club Fashion Show
							April 21 Earth Day Celebration w/ Garden Club
28	29	30					Golf Course:
							April 27 CLAPPS Beautification Tournament
							Lake: April 13-14 Wake Board Club Event

MAY 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
			1	2	3	4	May 12 Mother's Day Brunch
							May 27 Memorial Day
5	6	7	8	9	10	11	CLPOA:
							May 7 Board Meeting
12	13	14	15	16	17	18	May 15/ 17 Board Elections
							May 24-26 Fiesta Hopper
19	20	21	22	23	24	25	Clubs:
							May 4-5 Wakeboard Club Event
26	27	28	29	30	31		May 5 Superhero Training Academy w/ Family Matters Club
							May 10 Choraleers Concert
							May 18-19 Ski Club Event
							May 18 Fine Arts Concert w/ Johnny Cash, Jerry Lee Lewis, Elvis

JUNE 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
						1	June 16 Father's Day Brunch
							CLPOA:
2	3	4	5	6	7	8	June 16 Father's Day Lunch
							June 11,18,25 Taco Tuesdays
9	10	11	12	13	14	15	June 4 Board Meeting
							June 14 Park Movie Night
16	17	18	19	20	21	22	Clubs:
							June 8 Harvest Trade w/ the Garden Club
23	24	25	26	27	28	29	June 29 Mermaids Afternoon Tea
							Golf Course:
30							June Golf Clubs Tournaments
							Pool June 29 Pool Movie Night

JULY 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
	1	2	3	4	5	6	July 04 Independence Day
							CLPOA:
7	8	9	10	11	12	13	July 4 4 th of July Fire Works
							July 9,16,23,30 Taco Tuesdays
14	15	16	17	18	19	20	July 12 Park Movie Night
							Clubs:
1	22	23	24	25	26	27	July 13 Fine Arts Concert w/Carrie Underwood, Shania Twain
							Golf Course: July 8 Maintenance- Golf Course CLOSED
28	29	30	31				Pool:
							July 27 Pool Movie Night

AUGUST 2024

SUN	MO	TUE	WE	THU	FRI	SAT	CLPOA:
				1	2	3	August 10 Concert @ The Lodge w/ Marcy Playground
							August 6 Board Meeting
4	5	6	7	8	9	10	August 16 Park Movie Night
							Clubs:
11	12	13	14	15	16	17	August 10 Hot August Nights Tournament
							Golf Course:
18	19	20	21	22	23	24	August 12 Maintenance Golf Course Closed
							Pool:
25	26	27	28	29	30	31	August 31 Pool Movie Night

SEPTEMBER 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
1	2	3	4	5	6	7	Sep 02 Labor Day
							CLPOA: Sep 7-8 Community Garage Sale
8	9	10	11	12	13	14	Sep 1 Maui Sunday
							Sep 11 9/11 Event
15	16	17	18	19	20	21	Clubs:
							Sep 1 Harvest Trade w/ The Garden Club
H	23	24	25	26	27	28	Sep 7-8 Wake Board Club Event
							Sep 14 Kids Fishing Derby
29	30						Sep 14-15 Ski Club Event
							Sep 21 Fine Arts Harborfest w/Bon Jovi Tribute
							Sep 28 Country in the Park hosted by the CLAMS
							Golf Course: Sep 9 Maintenance Golf Course Closed

OCTOBER 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
		1	2	3	4	5	Oct 14 Columbus Day
							Oct 31 Halloween
6	7	8	9	10	11	12	CLPOA: No Events
							Clubs: Oct 5 CL Car Show
13	14	15	16	17	18	19	Oct 5-6 Ski Club Event
							Oct 5 Mermaids Halloween event
20	21	22	23	24	25	26	Oct 12-13 Wakeboard Club Event
							Oct 12 Rocktoberfest -JWC
27	28	29	30	31			Oct 19 Fine Arts Concert w/ Super Hits of the 70's
							Oct 27 Family Matters Halloween Carnival
							Golf Course: Oct 14 BLOOD DRIVE
							Oct 14-30 Course Closed for Overseeding

NOVEMBER 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
					1	2	Nov 11 Veterans Day
							Nov 28 Thanksgiving Day
3	4	5	6	7	8	9	CLPOA:
							Nov 2 Concerts @ The Lodge w/ Colt Ford
10	11	12	13	14	15	16	Clubs:
							Nov 2-3 Senior Center: Boutique
17	18	19	20	21	22	23	Nov 10 QuarterMania Hosted by Family Matters Club
							Nov 16 JWC Sip &Shop Boutique
24	25	26	27	28	29	30	Golf Course:
							Nov 1-15 Course Closed for Overseeding
							Pool:
							Dec 1 Last day pool is open

DECEMBER 2024

SUN	MO	TUE	WE	THU	FRI	SAT	Holidays:
1	2	3	4	5	6	7	Dec 25 Christmas
							CLPOA:
8	9	10	11	12	13	14	Dec 1 Tree Lighting @The Lodge
							Dec 8 Toy Drive & Golf Cart Parade
15	16	17	18	19	20	21	Dec 22 Brunch w/ Santa
							Clubs:
22	23	24	25	26	27	28	Dec 1 Family Matters Breakfast w/ Santa
							Dec 7 Women's Club Home Tour @ The Lodge
29	30	31					Dec 14 Yacht Club Boat Parade
							Dec 15 Senior Center Christmas Party
							Golf Course: No Events
							Pool: Dec 1 Last Day Pool is open

COMMUNICATION REPORT

Goals & Campaigns – December 2023

Goals & Objectives

The primary goals of the Communications team this fiscal year are:

- **Foster Community Engagement:** Promote community engagement through social media and digital platforms to connect with the Canyon Lake POA.
- **Build Greater Transparency:** Provide regular updates on projects, publicize key decisions, and make relevant resources easily accessible.
- **Promote Community Recreation & Events:** Highlight local events, club functions, and recreational opportunities to encourage community participation and support.
- **Improve Information Dissemination:** Utilize various communication channels to ensure accurate and timely information reaches community members.
- **Promote Revenue-Generating Amenities:** Support marketing efforts for golf course, restaurants, Happy Camp, propane sales, online store, and gift cards. Emphasize weddings and banquets at the Lodge.
- **Enhance Online Digital Services:** Improve the website's knowledge base, feature event pages, and provide online facility schedules.

Looking Forward

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

- **Online Enhancements**
(in progress or coming soon)
 - Lodge Upcoming Events Page
 - Amenity/Facility Calendars
 - Manager Bio Pages
- **Community Project Promotions**
 - Lodge Renovation Project
 - Year 2 Pavement Project
 - Tennis Court Shade Area Project
- **Upcoming Event Promotions**
 - Concerts at the Lodge Series
Oingo Boingo Former Members
 - Red Cross Blood Drives
- **Member Services Notices**
 - Canyon Lake Virtual Tours (360)
- **Community Safety/Security**
 - Lake Warning Flags
 - Lake Emergency Markers
 - Canyon Lake Camera Program
 - Access & Traffic
 - Electric Bicycle Registration and Safety Awareness
- **Canyon Lake POA Merchandise Store Redesign**
- **SMS Text Marketing**
- **Dining and Event Promotions at Restaurants**
- **Amenity Promotions**
 - Golf Course Video Hole Tour
 - Golf Annual Membership Campaign
 - Golf Daily Play Promotion
(Canyon Lake residents only)

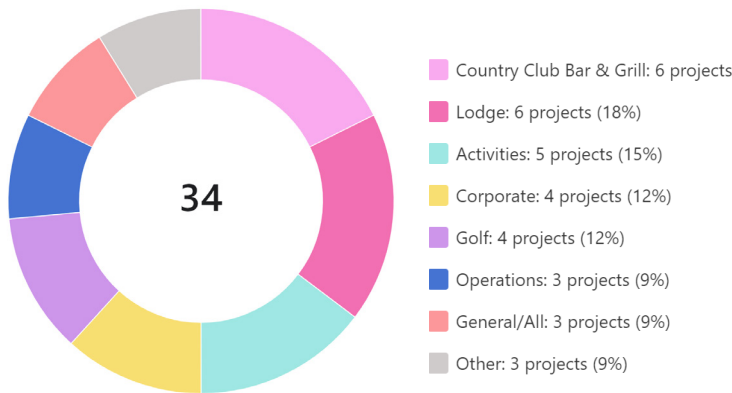
COMMUNICATION REPORT

KPI Dashboard – December 2023

ACTIVE CAMPAIGNS

December 2023

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



HIGHLIGHTS

413

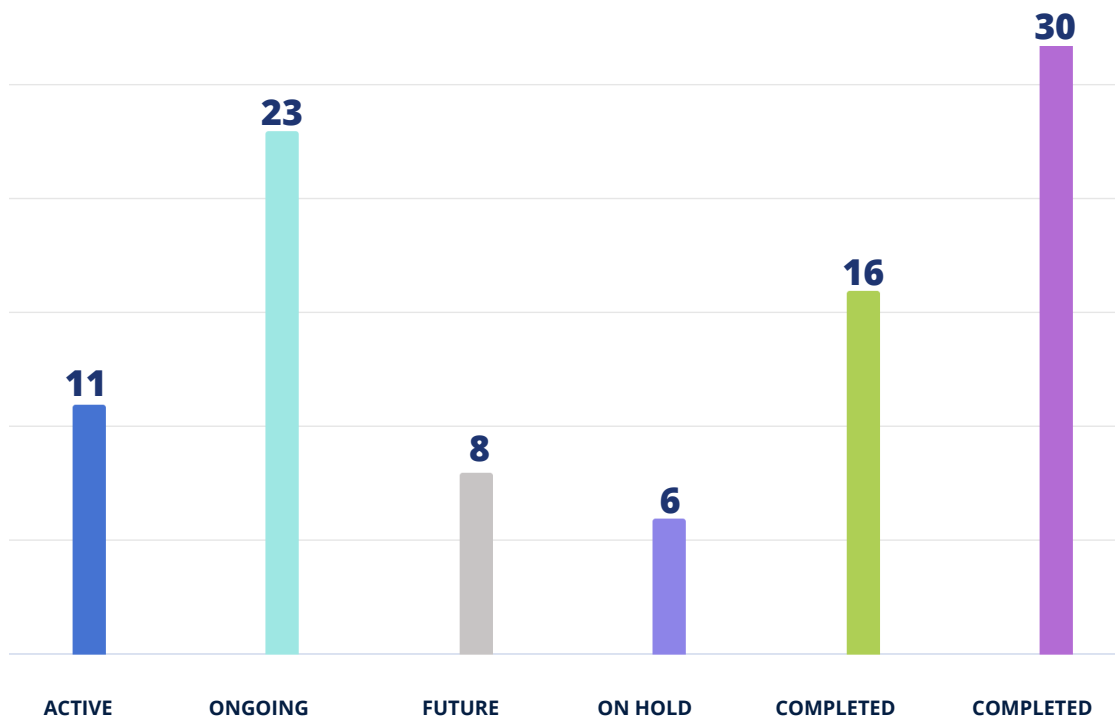
tasks completed
in December 2023

20

club events promoted
in fiscal year 2023/24

CAMPAIGN STATUS

Below is the status of the campaigns Communications manages. These numbers are tracked for the current fiscal year 2023/24 (May 1, 2023 through May 30, 2024).



FEATURE CAMPAIGNS – CANYON LAKE POA

December 2023

Community Promotions

CANYON LAKE
PROPERTY OWNERS ASSOCIATION

Toy Drive & Christmas Parade

Sunday, December 3, 2023

PARADE STARTS AT 5 P.M.
AWARDS & FOOD TRUCKS AT 6 P.M. AT EASTPORT

JOIN THE PARADE, ALL CARTS WELCOME!!!
WWW.CLPOA.COM/TOYDRIVE

Canyon Lake Yacht Club's
- 41st Annual -

Parade of Lights

DECEMBER 09

BOAT PARADE STARTS AT 5:30 P.M.
FROM EASTPORT LAUNCH RAMP

www.clpoa.com/paradeoflights

Join Canyon Lake Yacht Club at Holiday Harbor Park from 6:30 p.m. to 10 p.m., for snacks, warm drinks, and up-close boat views!

Read our latest Winter issue of
Canyon Lake Living

Cheers TO THE NEW YEAR 2024

DEC 31 2023

Join us for FRIENDS, FOOD, DANCING, AND FUN
6 P.M. – 10 P.M.
CANYON LAKE SENIOR CENTER

CANYON LAKE POA

5 DAYS OF Christmas CONTEST

WIN ON ONE OF OUR 5 DAYS OF GIVEAWAYS!
WE'RE GIVING AWAY GREAT PRIZES INCLUDING GIFT CARDS AND EVEN A PAIR OF CONCERT TICKETS.

HOW TO ENTER
Starting Dec. 16 we will post a new question every day on social media. Tag a friend with your answer on the post to enter. Feel free to enter every day of the contest!

CONTEST DATES
December 16 - December 20

Winners will be contacted December 21, winners may only win one time.

CANYON LAKE PROPERTY OWNERS ASSOCIATION @canyonlakepoa

GUESS HOW MANY PIECES OF CANDY ARE IN THE JAR

COMMENT YOUR ANSWER FOR A CHANCE TO WIN A \$25 POA GIFT CARD

THE FIRST PERSON WITH THE CORRECT GUESS, OR CLOSEST WINS. THE WINNER WILL BE ANNOUNCED ON FRIDAY, DECEMBER 22

CANYON LAKE PROPERTY OWNERS ASSOCIATION @canyonlakepoa

Restaurant Promotions

CANYON LAKE LODGE
Holiday Bay Room

BRUNCH with Santa

SUN, DEC 17, 2023 | 9 A.M. & 11 A.M.

Santa will arrive at 9 a.m. Free gifts for kids while supplies last.

BUFFET PRICING
ADULTS: \$48 | KIDS (6-12): \$19.99
Kids 3 and younger free with each paid adult. Add champagne for only \$12.

The buffet features an omelet station, pancakes, waffles, assorted pastries, carving stations, a kid's station with fun toppings, like whipped cream, sprinkles, fruit, and more!

Reservations Required
Book using OpenTable on our website at www.canyonlakelighthouse.com

20% service charge will be added to all parties.

CANYON LAKE LODGE

NEW YEAR'S EVE 2024

BLACK & WHITE BASH

SUNDAY, DECEMBER 31, 2023
7 P.M. TO 1 A.M.

APPETIZERS
LIVE MUSIC BY CODE 415
BLACK & WHITE COSTUME CONTEST
CHAMPAGNE TOAST AT MIDNIGHT
PARTY FAVORS

\$40 GENERAL ADMISSION | \$50 VIP

BUY YOUR TICKETS AT
WWW.CANYONLAKELIGHTHOUSE.COM

22200 CANYON CLUB DR. CANYON LAKE, AZ 86001
FOR CANYON LAKE RESIDENTS AND THEIR GUESTS

LODGE SUNSET LOUNGE & TERRACE

Christmas COCKTAILS

AVAILABLE ALL THROUGH DECEMBER

Cranberry Spritzer
Boozy Eggnog
Chocolate Peppermint Martini

WWW.CANYONLAKELIGHTHOUSE.COM
@canyonlakelighthouse

CANYON LAKE COUNTRY CLUB BAR & GRILL

The UGLY SWEATER Holiday Party

FRIDAY, DECEMBER 22, 2023 | 6 P.M. – 9 P.M.

- Frank Sinatra Tribute
- Prizes for Best Ugliest Sweaters
- Dinner & Drink Specials

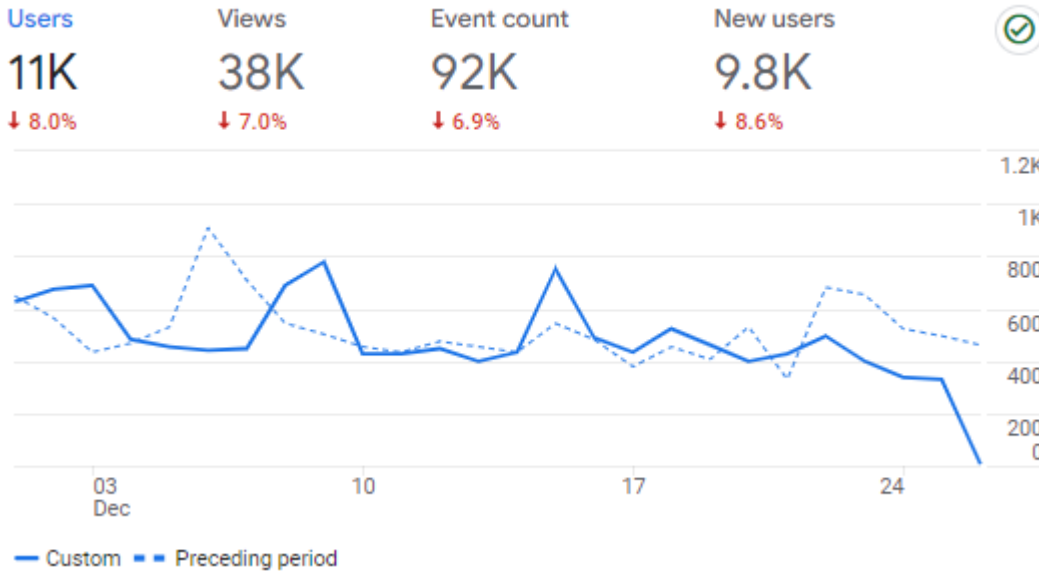
Call 951.246.1773 for reservations

CANYON LAKE COUNTRY CLUB BAR & GRILL @canyonlakecountryclub

COMMUNICATION REPORT

Website Highlights – December 2023

Website Analytics Highlights



Top 15 Visited Website Pages

Page title and screen class	↓ Views	Users	Views per user	Average engagement time	Event count
	38,186 100% of total	10,800 100% of total	3.54 Avg 0%	1m 19s Avg 0%	91,816 100% of total
1 Home - Canyon Lake POA	6,962	3,746	1.86	28s	20,030
2 Login - Canyon Lake POA	3,735	1,569	2.38	43s	8,456
3 My Info - Canyon Lake POA	1,405	707	1.99	48s	2,991
4 Home - Lighthouse Restaurant	1,371	830	1.65	33s	4,022
5 Parade of Lights - Canyon Lake POA	1,117	827	1.35	27s	3,363
6 Events - Canyon Lake POA	1,086	627	1.73	39s	2,427
7 Pickleball - Canyon Lake POA	1,021	302	3.38	46s	2,164
8 Make Payment - Canyon Lake POA	891	506	1.76	1m 31s	1,678
9 Reservations - Lighthouse Restaurant	837	623	1.34	8s	2,150
10 Camping - Canyon Lake POA	819	435	1.88	1m 07s	2,205
11 Search - Canyon Lake POA	815	361	2.26	1m 02s	1,648
12 Restaurant - Canyon Lake POA	698	505	1.38	16s	1,657
13 Dinner Menu Canyon Lake Lighthouse - Lighthouse Restaurant	581	353	1.65	56s	1,183
14 Memberships - Canyon Lake POA	576	416	1.38	48s	1,408
15 Book Golf Tee Time - Canyon Lake POA	503	126	3.99	3m 39s	921

COMMUNICATION REPORT

Social Media Highlights – December 2023

PERFORMANCE SUMMARY

17,280

Followers
Total

132

Published
Posts

230,800

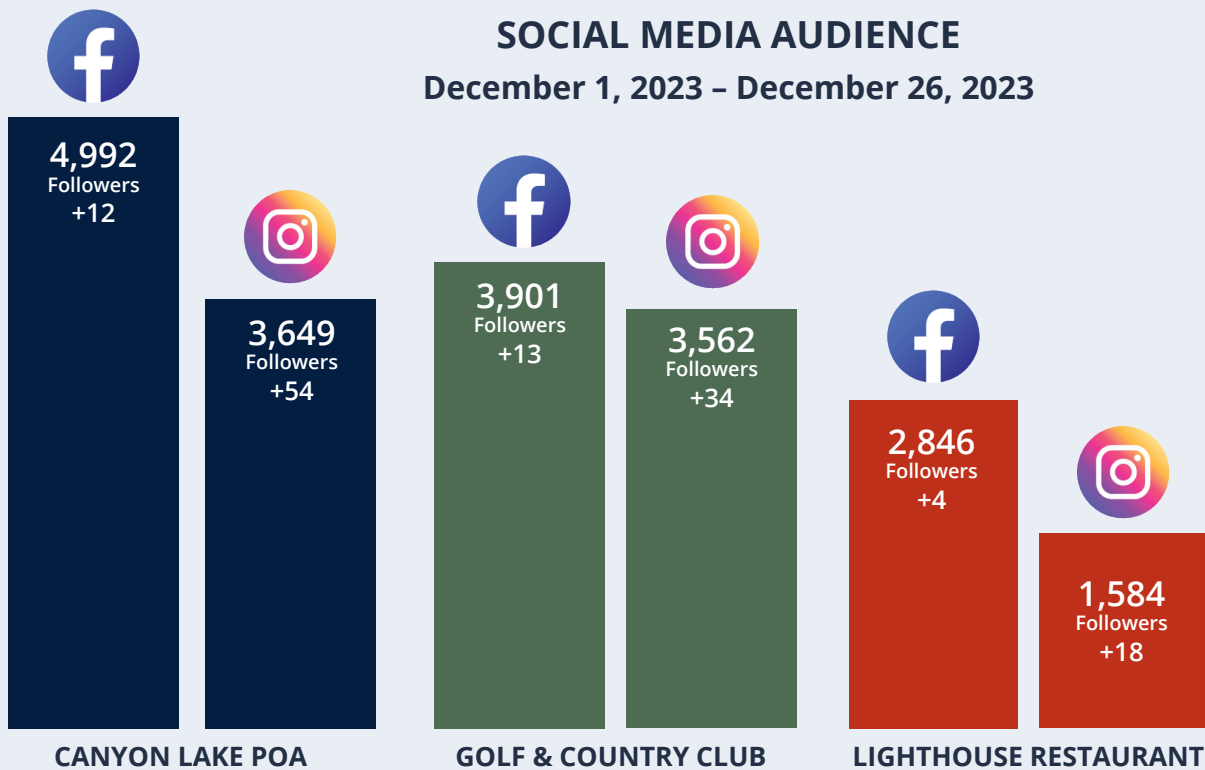
Page
Impressions

59,909

Post
Reach

SOCIAL MEDIA AUDIENCE

December 1, 2023 – December 26, 2023



PROFILE SUMMARY

Profile	Followers	Growth	Clicks	Reach	Engagment
Canyon Lake POA Facebook	4,992	12	77	8,683	1.7k
Canyon Lake POA Instagram	3,649	54	36	3,860	1.6k
Golf & Country Club Facebook	3,901	13	313	22,189	288
Golf & Country Club Instagram	3,562	34	41	1,977	224
Lighthouse Facebook	2,846	4	391	9,004	156
Lighthouse Instagram	1,584	18	21	1,138	106

Date: 1/2/24

To: Board of Directors

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

Total current items monitored by the department **2274** which includes permit due dates, violations, extension, and escrow inspections, last month **2358**.

Permit Breakdown

1. **1316** Open permit – down
 - a. **76**- new home/major additions – down
 - b. **138** - lakeside permits - down
 - c. **151** - solar panel permits - down
 - d. **44** - fence permits – up
 - e. **36** - pool permits – down
 - f. **17** - dumpster/pod permits - down
 - g. **836** – Same Day Permits - up
 - h. **248** - Improvements (multiple types) - same

Violation/Escrow Breakdown

1. **736** Open violations – up
2. **25** Open escrows - down

ACC Committee Overview

1. Total of **286** items reviewed – down.
2. Total of **145** permits approved - down.

Items reviewed – Permit Breakdown

1. New Home Reviewed/Permit (**3**) - up
2. Grading Permit (**0**) – no change
3. Improvements (**45**) – down
4. Lakeside Improvement (**6**) -up
5. Recorded Variance (**22**) – up
6. Rejected Applications (**32**) – down
7. Re-Submittal's (**28**) - up
8. Permit issued same day (Over the counter) (**80**) - up.
9. Preliminary Applications (**10**) - up

Member Complaints

1. **52** Complaints investigated (**2 months**) - up.
2. **11** already written. – up

Letter - Compliance

1. **265** - compliances - up
2. **145** Courtesy Notices - down

Year to Date Results 2022 for ACC Committee & Planning & Compliance

- a. **2806** Items Reviewed for Open 2022
- b. **752** Items Reviewed for Executive 2022
- c. **24** Additions/New Homes
- d. **746** Improvements
- e. **169** Shorezone
- f. **1119** Over the Counter/Same Day Permits
- g. **109** Variances
- h. **85** Preliminary
- i. **433** Member appointments
- j. **423** Rejected Applications
- k. **173** Resubmittals
- l. **634** IDR appointments
- m. **1606** Violations Written
- n. **3240** Compliance met
- o. **49** Recorded variances shorezone - Waiting for return
- p. **7** Recorded License Agreements
- q. **47** Recorded 6' fence recorded variances
- r. **31** Recorded non-conforming roof variances
- s. **11** Recorded Setback violations.
- t. **46** Still pending to be recorded

Year to Date Results 2023 for ACC Committee & Planning & Compliance

- a. **2884** Items Reviewed for Open 2023
- b. **916** Items Reviewed for Executive 2023
- c. **19** Additions/New Homes
- d. **632** Improvements
- e. **140** Shorezone
- f. **1121** Over the Counter/Same Day Permits
- g. **125** Variances
- h. **69** Preliminary
- i. **275** Member appointments
- j. **365** Rejected Applications
- k. **190** Resubmittals
- l. **754** IDR appointments
- m. **1735** Violations Written
- n. **3427** Compliance met
- o. **85** Recorded variances shorezone - Waiting for return
- p. **8** Recorded License Agreements
- q. **69** Recorded 6' fence recorded variances
- r. **75** Recorded non-conforming roof variances
- s. **12** Recorded Setback violations.
- t. **90** Still pending to be recorded

COMMUNITY PATROL REPORT

November 2023

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

Citations Issued

Citations Issued	September		October		November		B/W Prior Year	
	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites
Speeding	7	0	9	0	6	2	9	3
Parking	42	491	45	282	37	262	36	290
Unauthorized Entry	39	6	47	13	31	8	48	12
Golf Cart	5	9	7	4	4	7	13	2
E-Bikes	38	0	29	0	8	1		
Vandalism	1	0	3	0	3	0	1	N/A
Property Damage	26	N/A	37	37	17	17	16	N/A
Noise	27	8	36	15	17	2	17	4

Additional Information

	September	October	November
Total Calls for Service	220	207	215
Call for Service – Unable to Locate	82	64	73
Guest Citations	323	163	119
Service Provider Citations	2	5	3
Member Citations	169	148	123
Warning Citations	360	259	208

Gate Entry Statistics

	September	October	November
Total Guest Passes issued by Gate	15,400		
• Main Gate	9,899		
• East Gate	6,481		
• North Gate			
Total Guest Entries by Gate	34,409		
• Main Gate	22,477		
• East Gate	13,373		
• North Gate	-	-	
Total RFID Entries by Gate	222,256		
• Main Gate	84,338		
• East Gate	53,291		
• North Gate	15,400		
Confiscated Guest Passes	86	96	115

Two Guest Lane Entry Protocol*

	September	October	November
Total time in minutes	45	67	72
• Main Gate	45	57	59
• East Gate	0	10	13

*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.

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

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

Marine Patrol Report

December 2023 (12-1 to 12-22)

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	OCTOBER	NOVEMBER	DECEMBER
LM.2.5 Expired/ No Registration (State)	0	2	0
LM.2.6 Expired/ No Registration (POA)	1	2	0
LM.2.7 Expired / No Registration at a dock or lift	1	5	1
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	0
LM.6.7 Excessive Wake	3	0	0
GR.2.18a Loud Noise	0	0	0

Warnings Issued

Warning	OCTOBER	NOVEMBER	DECEMBER
LM.2.5 Expired/ No Registration (State)	0	0	0
LM.2.6 Expired/ No Registration (POA)	0	1	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	1	0	0
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	2	0	0
LM.6.7 Excessive Wake	6	1	0
GR.2.18a Loud Noise	1	0	0
LM.9.11 Plowing	2	0	0

Additional Information

	OCTOBER	NOVEMBER	DECEMBER
Total Calls for Service	37	37	27
Boat Safety Inspection	10	8	5
Boat Tow (Out of fuel/mechanical)	2	3	5
Boat Tow (Adrift)	1	1	1
Battery Assist	0	1	0
P&C Inspector Escort Hours	3.5	12.5	7.75
Fishing License Checks	15	4	0
Quagga Inspection	15	12	6
White Tag Applied	7	11	10
Quarantine Tag Applied	0	0	0

Boat Operating Hours

	OCTOBER	NOVEMBER	DECEMBER
Boat 1 START 1247.8 / END 1329.7	192.9	154.6	81.9
Boat 2 START 924.8 / END 1019.9	116.5	127.3	95.1
Boat 3 START 920.3 / END 921.3	30.9	37.0	1
Boat 4 START 1269.4 / END 1274.5	3.1	9.2	5.1

Boat Operating Hours by Location

	OCTOBER	NOVEMBER	DECEMBER
Main Lake	219	156.1	100.1
East Bay	93	135	82
North Ski	30.9	37	1

Incident Report Summary

	OCTOBER	NOVEMBER	DECEMBER
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NO REPORTS	0	0	0
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Incident Report Detail

Incident Description	Location

Report presented by: *Dave Martilla (Marine Patrol Captain)*

RESERVE ITEMS & CIP SUMMARY

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

OPERATIONS DEPARTMENT

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

Completed Projects

- **Gault Field Canvas** – Multiple canvas coverings were replaced at the fields.
- **Senior Center Generator** – Generator was commissioned and signed off.

Developing Projects

- **Golf Course Hole #2 Tee Box** – Architect has been hired to redesign this tee box.
- **Indian Beach Swim-up Dock** – Project will begin soon with completion by Spring.
- **Lodge Bar/Restaurant Remodel** – Light fixtures are being installed and finishing touches are being completed. Project completion is scheduled for January.
- **Lodge Roof Repairs** – Repairs will be started in January.
- **Mailbox Slabs and Lighting** – Project is continuing.
- **Paving project (phase 2)** – Gutter repairs will begin in December and the paving in January 2024.
- **Storm Drain work on Fairweather & San Joaquin** – An engineer was hired to assist with the Fairweather storm drain. When water level goes down, repairs will be completed.
- **Tennis Court Shade Structure** – Approved and to be installed this year.

Functions with Staff Assistance

- Operations staff assisted with the set-up and break-down for multiple clubs and POA events at different locations around the community including multiple holiday parties and events.
- Operations worked closely with staff at the POA, Country Club & Lodge providing event assistance for many private member parties.

General Maintenance Items

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

Public Works / Grounds Maintenance

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

Landscape Maintenance

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

- No major issues to report this month.

Golf Course Maintenance

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

- No major issues to report this month.

Parks and Beaches

- No major issues to report this month.

Regulatory / Compliance

- **Renewal of Weights and Measures** – Annual renewal of permit for propane and gas at Happy Camp.

Safety / Training

- **Safe Driving** – This month's safety meeting was on safe driving on company time and personal. Operations takes safe driving very safely since much of our day is spent driving around Canyon Lake.

EQUESTRIAN CENTER

- No major issues to report this month.

HAPPY CAMP CAMPGROUND

- No major issues to report this month.

COMMITTEES / WORK GROUPS

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

Green Committee: The Green Committee met on December 14, 2023, in the Magnolia Room at the Country Club. The following agenda items were addressed by the Green Committee:

- Golf Course Inspection: November 2

The Green Committee meets on the 2nd Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on January 11, 2024, at 1:00pm.

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

The Committee meets on the 2nd Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on January 11, 2024, at 3:30pm.

Recreation Committee: The Recreation Committee was dark for December.

The Committee meets on the 2nd Tuesday of the month in the Conference Room at the POA. The next scheduled meeting is on January 9, 2024, at 4:00pm.

Tuesday Work Group (TWG): The TWG Committee was dark for December.

The Committee meets on the last Tuesday of the month in the Magnolia Room at the Country Club. The next TWG meeting is scheduled for January 30, 2024, at 1:00pm.

DIRECTOR'S MESSAGE

We said goodbye to 2023 and we are welcoming in the new year with the excitement of new projects around the community. The Lodge remodel is coming to a close and it is looking great. The new lounge area will offer a nice spot to relax while the newly remodeled restaurant can accommodate members for a nice sit-down meal. The roof will be getting some much-needed repairs that will be started this month. Tennis courts will be getting new shade structures this year that will improve that area for this new year. The next phase of the paving project has started. This will focus on the west and north sides of the lake. Operations will continue to push forward on existing projects, new projects and the day-to-day hustle that this department handles.



Presented By: *Steve Schneider, Director of Operations*

**VANDALISM REPORT
Novmeber 2023**

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
329399	N/A	10/4/2023	COMMON AREA / ROADRUNNER	RE-SECURE ROADRUNNER SINK	\$30.00	1.5	\$105.00	BOLTS & CAULKING
329561	N/A	10/24/2023	COMMON AREA / VACATION PARK	ASSESS & RE-SECURE SINK(S)	\$37.34	5	\$287.34	BOLTS & CAULKING
329609	N/A	10/27/2023	COMMON AREA / EASTPORT	CHECK PERIMETER FENCING	\$59.40	1	\$109.40	BARBED WIRE
329631	N/A	10/31/2023	COMMON AREA / EASTPORT	REPLACE BASKETBALL POLE PAD	\$193.94	0.25	\$206.44	NEW BASKETBALL POLE PAD
329635	N/A	11/1/2023	GOLF COURSE	ASSESS & REPAIR GATE & LOCK BY HOLE 10	\$30.00	2	\$130.00	LOCK & CHAIN
329636	2928132	11/1/2023	GOLF COURSE	ASSESS & REPAIR 6TH TEE TUNNEL FENCE	\$30.00	1	\$80.00	CHAIN LINK FENCE
329666	N/A	11/3/2023	COMMON AREA / N. SKI AREA	CHECK PERIMETER FENCING	\$14.00	1	\$64.00	HOG RINGS
329711	N/A	11/9/2023	COMMON AREA / ROADRUNNER	REPAIR / RE-SECURE SINK TO WALL IN RESTROOM	\$39.57	3	\$189.57	BOLTS & GLUE
329474	N/A	11/13/2023	COMMON AREA / SAN JACINTO	CHECK PERIMTER FENCING	\$20.00	1	\$70.00	CHAIN LINK FENCE
329778	2953577	11/15/2023	COMMON AREA / ROADRUNNER	REMOVE STICKER IN RESTROOM	\$0.00	0.25	\$12.50	LABOR TIME ONLY
329786	N/A	11/15/2023	TENNIS COURT	REMOVE GRAFFITI IN RESTROOM	\$6.25	0.5	\$31.25	GRAFFITI REMOVER & MAGIC ERASER
329830	N/A	11/20/2023	COMMON AREA / SAN JACINTO	CHECK PERIMETER FENCING	\$33.40	1	\$83.40	BARBED WIRE & HOG RINGS
329871	N/A	11/27/2023	GAULT FIELD	CHECK PERIMETER FENCING	\$39.60	1	\$89.60	BARBED WIRE
329884	N/A	11/27/2023	COMMON AREA / HOLIDAY HARBOR	CLEAN GRAFFITI OFF PILLAR IN PARK	\$5.00	0.25	\$17.50	GRAFFITI REMOVER
329897	N/A	11/29/2023	COMMON AREA / INDIAN BEACH	REPAIR HANDRAIL & STEP FOR STAGE	\$0.00	5	\$250.00	LABOR TIME ONLY

\$538.50 \$ 23.75 \$1,726.00

\$ 1,187.50

Canyon Lake Property Owners Association
Repair & Replacement Fund Expenditures

	2021-2023 To Date Ending April 2023	2023-2024 To Date Ending November 2023	Project Totals 5/1/21 to 10/31/23
Admin Int	-	-	-
#2146 Interior Floor, Carpet	18,913	-	18,913
#1010 Int. - Carpeting	-	18,775	18,775
#1032 Admin - Thermostat	-	1,745	1,745
Admin IT	-	23,932	23,932
#1036 Admin IT - Servers	-	-	-
#1047 Battery Back Up	2,047	-	2,047
HVAC Units	-	-	-
#1421 HVAC Country Club	12,800	-	12,800
#1055 HVAC POA	11,253	-	11,253
#1050 HVAC #21	-	11,500	11,500
#1052 HVAC #23	-	10,500	10,500
#1053 HVAC #24	-	10,500	10,500
#1056 HVAC #27	-	12,675	12,675
#1057 HVAC #28	-	11,150	11,150
#8063 HVAC Equestrian	-	9,500	9,500
Park Equipment & Furnishings	-	-	-
02-2209-00 Harrelson Park Dock Replacement \$59,700	28,429	30,429	58,858
#7021 East Port - Basketball Court - Light Fixtures	3,613	-	3,613
#0405 Park Equipment-Sunset Beach	31,625	-	31,625
#1005 Diamond Point Park - Playgroud Equipment	22,345	-	22,345
#20031 Restroom - Roadrunner Park	3,687	-	3,687
#6022 Dock - Indian Beach	32,350	-	32,350
#16018 Indian Beach Trash Receptacles	2,648	-	2,648
#15005 Holiday Harbor Trash Receptacles	1,787	-	1,787
2-1904-01 Small Dog Park \$33,363.75	7,995	-	7,995
2-2105-00 Large Dog Park Phase #2 \$105741.70	122,721	-	122,721
#20057 Lift Station Sierra Park	13,100	-	13,100
02-2209-01 Holiday Harbor Park Dock \$194,412.00	1,500	201,786	203,286
#16007 Indian Beach - Furniture	-	5,027	5,027
#18012 - Indian Beach Restrooms	4,985	-	4,985
#24009 - Tennis Court Restrooms	-	3,650	3,650
2-2303-00 Pickleball Courts Phase 2 (Resurfacing)	-	29,800	29,800
Gault Field	-	-	-
#1200 Gault Field - BBQ Station	1,583	-	1,583
#12011 Gault Field - BBQ Station	2,246	-	2,246
#12041 Gault Field - Lights (2)	6,000	-	6,000
#1309 Gault Field - Netting & Shade Cover	11,310	-	11,310
#1305 Gault Field - Field #2 Lights	10,000	-	10,000
#12033 Gault Field #1 - Lights	2,700	9,425	12,125
#12040 Gault Field #2 - lights	-	9,425	9,425
#12051 Gault Field #4 - Fence, Chain Link	2,350	-	2,350
#12003 Gault Field - Netting	-	6,800	6,800
#12013 Gault Field - Roof, Tile, Replace	-	2,775	2,775
#12052 Gault Field #4 - Shades	-	2,193	2,193
#12043 Gault Field #2 - Shade Structure	-	4,925	4,925
#12048 Gault Field #3 - Shades	-	3,243	3,243
Equestrian	-	-	-
#1174 Equestrian - Sand Replacement	80,190	-	80,190
#1179 Equestrian Repairs	19,113	-	19,113
#1181 Equestrian - Fence Vinyl	5,800	-	5,800
Restaurant Equipment	-	-	-
#18082 Ice Machine Lodge	14,500	-	14,500
#0901 Lodge Fire Suppression Cylinders	-	-	-
#0901 Misc. Restaurant Equip	11,294	-	11,294
#2117 Salad/Sandwich Prep Station	3,850	-	3,850
Furniture	-	-	-
#1793 Furniture - Lodge Pool View	11,854	-	11,854
#0903 Furniture Corporate Office	7,194	-	7,194
#1579 Furniture Senior Center	-	-	-
#22010 Senior Center - Tables	-	1,453	1,453
Lodge	-	-	-
#17018 Lodge - Fridge	2,980	-	2,980
#18109 Lodge - HVAC #2	27,750	-	27,750
#18110 Lodge - HVAC #3	27,750	-	27,750
#18016 Lodge - Ext, Patio (Resurface)	-	4,200	4,200
#18023 Lodge - Ext, Fencing/Rails	-	5,875	5,875
#18034 Lodge - Roof Plumbing	7,247	6,390	13,637
#1526 Lodge - Food Prep Station	8,357	-	8,357
#1168 Lodge - Tennis Courts, Resurface	34,950	-	34,950
#0910 Lodge - Remodel	14,955	-	14,955
#18039 Lodge - Restroom	-	8,590	8,590
#18066 Lodge - Kitchen, Charbroiler	3,366	-	3,366
#18087 Lodge -Kitchen, Oven	9,935	-	9,935
#18099 Lodge - Kitchen, Skillet	22,848	-	22,848
#18056 Lodge - Holiday Bay, Stage Lights	51,178	-	51,178
2-2006 Lodge Front Patio/Event Space Design \$28k	18,115	4,940	23,055
#18102 Lodge Climate Wizard	2,544	-	2,544
#18137 Restroom Repairs	1,754	-	1,754
#24090 Lodge - Tennis Courts, Restrooms	4,250	-	4,250
#24012 Lodge - Tennis Courts, Shades	-	16,066	16,066
#18118 Lodge - Cameras	3,279	-	3,279
#18019 Lodge - Ext. Concrete Furnishings	-	24,515	24,515
#18013 Lodge - Elevator (Service), Cab Refurb	1,651	-	1,651
#18036 Lodge - Sewer Assessment/Repairs	3,800	-	3,800
#18054 Lodge - Holiday Bay, Stage Audio System	-	16,679	16,679
#18061 Lodge - Fire Alarm System	-	2,335	2,335
#18062 Lodge - Int. Floor, Carpet	2,633	-	2,633
#18078 Lodge - Kitchen, Freezer, Walk-in	-	50,782	50,782
#18140 Lodge - Carpets	-	6,148	6,148
#2-2301-01 Lodge - Restaurant and Bar Renovation	889,845	1,483,481	2,373,326
Country Club	-	-	-
#1432 CC Undercounter Freezer	2,257	-	2,257
#1759 CC Replace Folding Grille	3,903	-	3,903
#4053 CC Replace Range Burner - Unit#2	13,621	-	13,621
#4068 Magnolia Room	3,550	-	3,550
#1633 Main Gate - HVAC	6,000	-	6,000
#1635 Main Gate - Gate Operator	5,784	-	5,784
#1660 North Gate - Gate Operator	3,383	-	3,383
#8019 Main Gate - Decal lane booth	2,500	-	2,500
#4048 CC Walk In Freezer	16,853	-	16,853
#4070 CC - Television	4,186	-	4,186

Canyon Lake Property Owners Association
Repair & Replacement Fund Expenditures

	2021-2023 To Date Ending April 2023	2023-2024 To Date Ending November 2023	Project Totals 5/1/21 to 10/31/23
#4030 CC - Carpeting	8,782	-	8,782
#2019 CC - Bar, Sink	3,648	-	3,648
#4079 CC - Patio Furniture	1,558	7,843	9,401
#4015 CC - Bar, Cooler	7,088	-	7,088
#4011 CC - Ext, Door, Entry New	1,506	-	1,506
#4049 CC - Kitchen, Fryer	-	5,861	5,861
#4063 CC -Magnolia, Cabinets	4,895	-	4,895
#4091 CC - Restrooms	-	6,227	6,227
Corporate Office	-	-	-
#1025 Admin Int - Office Equipment	2,438	-	2,438
POA Office Remodel -- P&C	28,930	-	28,930
#1051 AC Unit - P&C	-	11,200	11,200
Computers	-	-	-
#1900 CP Computers	3,826	-	3,826
Operations	-	-	-
#1839 Operations - Ext, Walls, Repairs	20,500	-	20,500
Fairway Estates	-	-	-
#10001 Fairway Estates - Lane Spike	-	3,477	3,477
Pool	-	-	-
#1156 Pool Chemical Reader	1,886	-	1,886
#1153 Pool Heater	8,400	-	8,400
#1101 Pool Filters	-	-	-
#21031 Pool, Pump and Motor	6,566	3,344	9,911
#1158 Pool Pump	2,890	-	2,890
#1864 Lighting, Pool	2,550	-	2,550
#1869 Pool Office, HVAC	4,500	-	4,500
#21010 Pool - Lighting Pools	1,575	-	1,575
#21026 - Pool Deck Repair	2,950	-	2,950
#21030 Pool, Heaters	11,314	-	11,314
#21006 Pool Furniture	5,781	2,703	8,484
#21047 Pool Vacuum	4,305	-	4,305
#21023 Pool Reel Winder	-	16,718	16,718
Lake	-	-	-
#23009 Roofing Tiles for N. Ski Shelter	2,250	-	2,250
#1691 Docks - Pebble Cove, Replace	21,000	-	21,000
#2004 Dock - Indian Beach \$36,277.50 4/7/20	-	-	-
#17010 Lake - Buoys	7,859	4,902	12,761
#6018 Docks - Lodge, Slips, 2007	-	9,805	9,805
Campground	-	-	-
#3032 Campground Restroom Remodeling \$431,621	512,133	2,250	514,383
#1275 Campground - Railing, Stairs	1,550	-	1,550
Entry Gates	-	-	-
#8001 East Gate - Fence, Wrought Iron	9,175	-	9,175
#8003 East Gate - Gate Openers	15,689	-	15,689
#8005 East Gate - Lighting	17,160	-	17,160
#8008 East Gate - Restroom	7,850	-	7,850
#8018 Main Gate - Gate Operators	10,549	6,121	16,670
#1006 Fairway Estates - Operators	7,797	-	7,797
#8003 North Gate - Gate Camera	4,602	-	4,602
East Port	-	-	-
#7014 - East Port - Basketball Court Resurfacing	26,300	-	26,300
#7019 East Port - Fiber Optics	-	5,125	5,125
Ski Slalom	-	-	-
#1904 Ski Slalom - Railing, Pipe	1,990	-	1,990
#23008 Ski Slalom - Restrooms (Refurb)	4,015	-	4,015
Golf Course	-	-	-
#13057 Golf Netting	5,500	6,400	11,900
#13012 Golf Course Maintenance Yard	14,480	-	14,480
#13038 Irrigation Engineering and Design	22,183	-	22,183
#1208 GC Irrigation, Sys	66,786	-	66,786
2-2008-00 GC Irrigation Sys Additional \$12k	22,415	-	22,415
2-2102-00 GC Irrigation Sys \$2,030,400	1,448,541	-	1,448,541
#13007 Golf - Concrete, Repairs	26,950	-	26,950
#13009 Golf - Driving Range	-	30,010	30,010
#13046 Golf - Maintenance, Golf Carts (1)	11,552	-	11,552
#13056 Golf - Maintenance, Water Treatment	-	16,833	16,833
2-2302-00 Golf Course Mainline Repairs \$145,829.20	80,430	-	80,430
2-2307-00 Driving Range Restoration \$131,889.60	-	105,765	105,765
Grounds	-	-	-
#13051 Signs, POA	4,380	-	4,380
#8015 Main Gate Entrance Fountain Monument Repairs	19,616	-	19,616
#14003 East Port Landscaping Monument	128,404	46,223	174,628
#14006 Mailbox (Concrete Pads)	163,293	25,300	188,593
#14016 Signs, Street	8,353	-	8,353
#1853 Landscaping	11,102	-	11,102
#1848 Diamond Point Park Curbing	9,500	-	9,500
#1848 Mailbox Slabs	91,286	-	91,286
#1857 Signs, street	6,962	-	6,962
2-2010-01 CLDS So Median Landscape \$100k-\$150k	18,113	-	18,113
2-2212-00 CLDS Median Improvements \$680,400	514,741	81,460	596,201
#14012 Grounds - Signs, POA	8,711	-	8,711
#10005 Fairway Estates - Signs	1,110	-	1,110
#7008 Fire Hydrants	-	1,561	1,561
Vehicles	-	-	-
#25023 - Toyota, Tacomas	2,490	3,674	6,164
#25025 -Vehicle - Tractor, Kubota (1)	8,902	-	8,902
#25003 -Boat, Champion	12,360	-	12,360
#25004 - Boat	45,880	-	45,880
#25005 - Boat Trailer	11,739	-	11,739
#25006 - Boat (Patrol & Operations)	45,880	-	45,880
#25010 -Chevy's, 1998 (98-06) (4)	31,221	-	31,221
#1616 - Ford Escapes	55,515	-	55,515
#1618 Golf Cart - Enclosed	11,037	-	11,037
Unallocated	20,719	-	20,719
Total Repair & Replacement Fund Acct 02-0670	5,428,967	2,454,010.32	7,882,977

Canyon Lake Property Owners Association

Road Reserve Fund Expenditures

2021-2022 To Date Ending April 2022	2022-2023 To Date Ending November 2023	Project Totals 5/1/21 to 11/30/23
----------------------------------------	----------------------------------------------	--------------------------------------

		\$	-
3-2209-00 Pavement Engineering "Year Two"	129,229	55,503	\$ 184,732
3-2104-01 Pavement Imp Plan Design	202,493	-	\$ 202,493
3-2102-00 Pavement Condition Index	94,514	-	\$ 94,514
3-2104-00 Campground - Misc Road Repairs	1,950	-	\$ 1,950
3-2201-02 Striping - (Holiday Harbor)	15,550	-	\$ 15,550
3-2201-01 Striping CLDS	6,450	-	\$ 6,450
#14017 - Traffic Signs	10,911	-	\$ 10,911
Misc Repairs	2,500	-	\$ 2,500
Traffic Study		2,900	\$ 2,900
Total Road Reserve Fund Acct 03-0670	463,597	58,403	\$ 522,000

Canyon Lake Property Owners Association

FUND 05 CAPITAL IMPROVEMENT PROJECTS

Ending November 30, 2023

	2020-2021 Ending April 2021	2021-2022 Ending April 2022	2020-2023 Ending April 30, 2023	2022-2023 Ending November 2023	Project Totals 5/1/20 to 11/30/23
			-	-	-
5-2111-01 Flag Poles		11,368	-	-	11,368
5-2004-00 Sierra Park North Pump Track Design & Engineering \$88,690.00	110,603	1,283	127,344	-	239,230
5-2010-03 Roadrunner Restroom Design \$31,800	23,624	6,174	-	-	29,798
5-2102-01 Mailbox Lighting Project \$145,320	60,825	60,825	-	-	121,650
5-2102-02 Sierra Park Shade Structures \$ 126,195	16,892	78,602	24,733	-	120,227
5-2102-03 Indian Beach Shade Project \$131,056		129,265	15,217	-	144,482
5-2105-00 Surveillance System -- Happy Camp		12,299	-	-	12,299
5-2105-01 Speed Trailer (3rd)		13,483	-	-	13,483
5-2105-02 Large Dog Park Phase 2		16,586	-	-	16,586
5-2105-03 Road Runner Park Restroom \$184,000		163,027	52,542	-	215,569
5-2106-00 Office Remodel P & C		11,373	-	-	11,373
5-2106-01 Sierra Park North \$2,200,000*		1,777,659	400,904	-	2,178,563
5-2107-00 Equestrian Center Barn Fans		2,575	-	-	2,575
5-2107-01 Lighthouse Restaurant & Bar Remodel		270	-	-	270
5-2108-00 Shade Canopy Lodge/Bar Patio		30,436	-	-	30,436
5-2108-01 Rob Caveney Park - Fencing		10,940	-	-	10,940
5-2111-00 Pickleball Courts Phase 2 Design		25,652	17,523	-	43,175
5-2111-00 Happy Camp Propane Dispenser		10,775	-	-	10,775
5-2109-01 Sprinklers POA and Conference Room		3,071	-	-	3,071
5-2203-00 Community Solar Project				7,920.00	7,920
5-2206-00 Country Club Patio Shade Project			59,508	2,500.00	62,008
5-2302-00 Pickleball Phase 2			21,874	332,343.56	354,218
5-2302-01 Lodge Patio Event Space			29,774	47,146.98	76,921
5-2303-01 Community Garden Area				18,345.66	18,346
5-2308-01 Cameras				13,414.46	13,414
5-2307-01 Golf Shade				6,636.00	6,636
5-2309-01 Lodge Holiday Bay Room Speakers				3,519.81	3,520
5-2311-00 Community Signs				5,795.03	5,795
	211,944	2,365,662.15	749,420.78	437,621.50	3,764,648.43

Date: 1/2/24

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Tonia Wright Appealing ACC Denial HVAC replacement located in the left side setback.

T/L: 3778-233

Address: 23016 Gray Fox Dr

Rule Violation

Member Since October 19, 2022

PC.1.2 Starting A Project Prior to Approval
PC.1.4 Responsibility
PC.2.9 Structure
PC.3.1 Application of Setbacks
PC.3.1c Side Setback

Exhibits for Review

Exhibit 1 Rejected Plot Plan **10/26/23**
Exhibit 2 Picture of New HVAC Unit (**2** pictures)
Exhibit 3 Picture of Old HVAC Units (**7/27/23**)
Exhibit 4 Picture of HVAC Units During Escrow **9/12/22**
Exhibit 5 Proof of Mailing of Variance (**2**)
Exhibit 6 HVAC Variance
Exhibit 7 Approved Plot Plan **1/19/23**

Background

October 19, 2022, escrow closed, with notice of violation on the property; HVACs located in the side setback requires a recorded variance. (**Exhibit 3**)

January 12, 2023, application, and plan submitted for a variance request for two (**2**) HVACs located in the side setback found in escrow. (**Exhibit 7**)

January 19, 2023, Committee approved with a variance two (**2**) HVACs located in the side setback found in escrow. (**Exhibit 6**)

July 27, 2023, an inspection of the property; inspector noted not started, it appears the inspector may have talked with the owner, it was stated that the HVAC should be installed on Tuesday.

July 27, 2023, an extension request submitted until **September 21, 2023**. Scheduled to get the repairs done on **August 1, 2023**.

July 28, 2023, 60-day extension granted.

September 25, 2023, member called for inspection; notes from inspection stated two (2) HVACs, only one HVAC replaced; application required.

September 26, 2023, letter sent; project not to the approved plan, replacement of the HVACs was not approved.

October 2, 2023, member submitted a change application for the replacement of one (1) HVAC unit, per insurance.

October 26, 2023, application, and plans denied; HVAC cannot be in the side setback, a CC&R violation. Must be moved to a compliant location per PC.3.1c. (Exhibit 1)

In short, after the close of escrow an application was submitted for two (2) existing HVAC Units located in the side setback. (Exhibit 3 & 4), letter sent with 180-days to complete. This is customary to ensure final pictures are taken, and final inspection for no changes from original approval.

Variance paperwork submitted and finalized and recorded, with copies sent to member. (Exhibit 5 & 6)

Upon the final inspection it was noted that one (1) of the two (2) HVAC units had been replaced, after the variance paperwork had been finalized. In the variance it specifically states that the variance is only for the life of the improvement. The variance for the initial HVAC units in the existing location due to no fault to the owner. (Exhibit 5)

(Please review the yellow highlighted areas of the variance (Exhibit 6)

The variance shall apply exclusively to the exclusive possession of the Subject Property (i.e., "side setback) and use in the following limited manner: Use and maintenance of 2 HVAC's that sit within the Owner's property, commonly referred to as the "side setback" and depicted in the diagram attached hereto as Exhibit 7. that is subject to the Association's Covenants, Conditions and Restrictions. Any further or different use of the Subject property, not expressly permitted herein is expressly prohibited without prior written approval of the Association. This variance is granted pursuant to the Rules and Regulations of the Association Section PC.5.14 and is being granted by Association to Owner to correct the encroachment into the "Side Setback" that currently exists as a result of the erroneous construction of 2 HVACs in the side setback, through no fault of owner.

This variance exists for the term and duration of the life of the now 2 HVACs and, therefore, this variance terminates upon the end of the lifespan of the now existing 2 HVACs. The owner shall not replace the now existing 2 HVACs without prior written approval of the Association. If not existing 2 HVACs are destroyed, they cannot be rebuilt without prior written approval of the Association.

The Committee is unable to approve the replaced unit because it's a CC&R violation; a variance cannot be granted for the new unit as stated in the recorded variance paperwork; the existing units found in escrow were approved for the variance for the life of the improvement, replacement of one of the units makes the variance terminate.

Rules Description

PC.1.2 Starting A Project Prior to Approval

Approval of all applications must be granted prior to the commencement of the work.

PC.1.4 Responsibility

The Association and the Committee are not responsible for, and pursuant to the CC&Rs, are not liable for, any damage or loss suffered or claimed on account of defects in plans; the approval or disapproval of any plans, drawings, or specifications; the construction or performance of any work, whether or not pursuant to approved plans; or the execution and filing of any stop work order. The restrictions and guidelines described in the Architectural Guidelines are in addition to those set forth in the CC&Rs. Every owner should review the CC&Rs for their Tract to make sure they are familiar with the restrictions contained therein.

PC.2.9 Structure

A structure is defined as a habitable or non-habitable building or part of a building, accessory structure, support post(s), garden wall(s), gazebo, deck, pool, spa, and other improvements.

PC.3.1 Application of Setbacks

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

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

Committee Results

The Committee met and the application was denied:

1st Meeting Approved January 19, 2023: variance approved for non-conforming HVACs in the five (5') foot side setback, a CC&R violation.

2nd Meeting Denied October 26, 2023: Rejected: HVAC cannot be in the side setback. Must be moved to a complaint location per **PC.3.1c**.

Members Appeal – The air conditioning replacement permit was approved “as is” **January 2023**, the extension was granted **July 2023** and the repair was done per home owners’ warranty “as is” like for like, then upon final approval the ACC required changes against prior approval.

Fiscal Impact

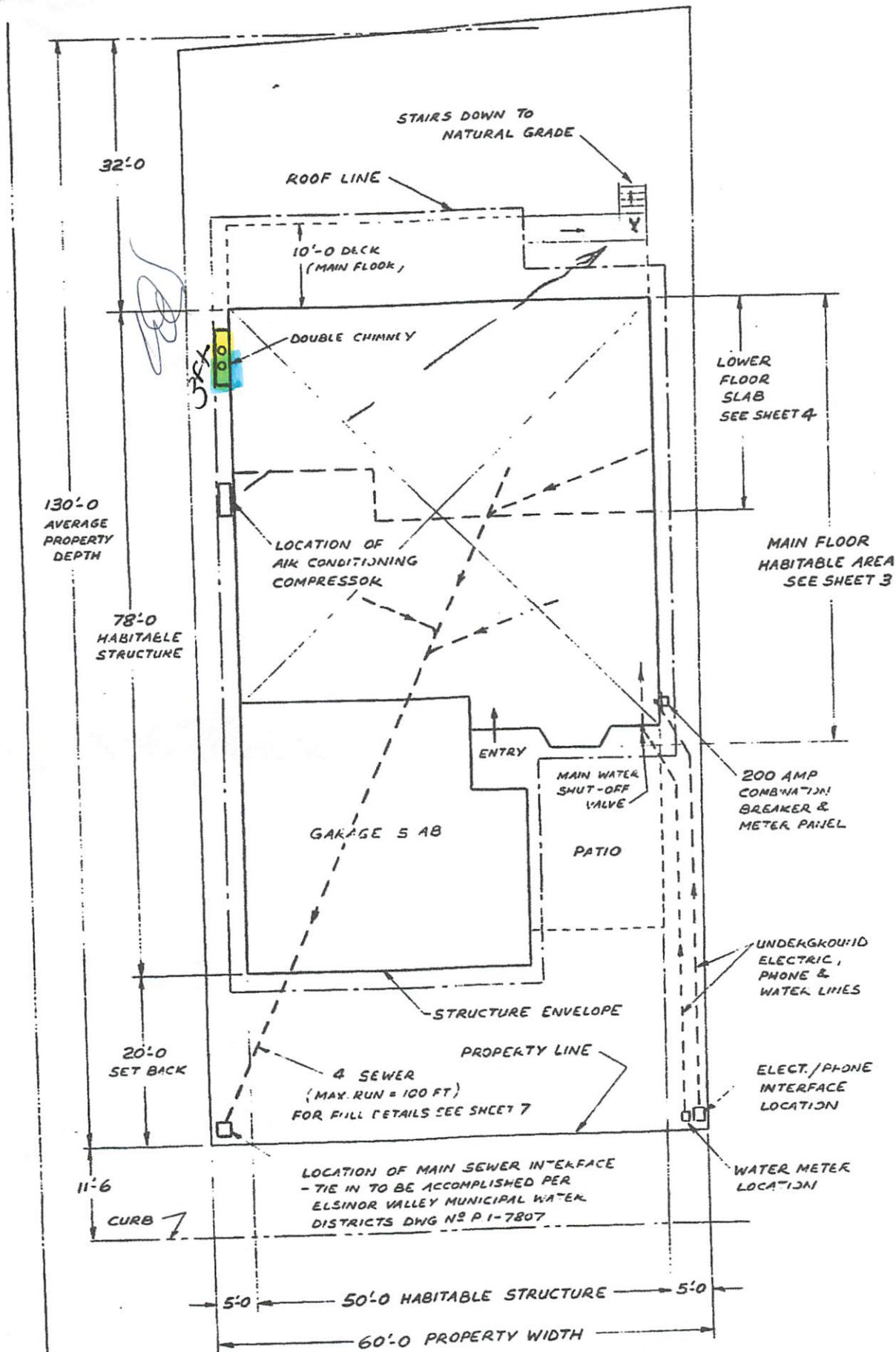
None

Staff Recommendation

Staff recommends that the Board of Directors uphold the ACC decision and deny member's request.

Cheryl Mitchell

Senior Planning and Compliance Manager



Rejected
App. 10/6/88
M

Impediment
pic 10/26/23

09/26/2023 13:59



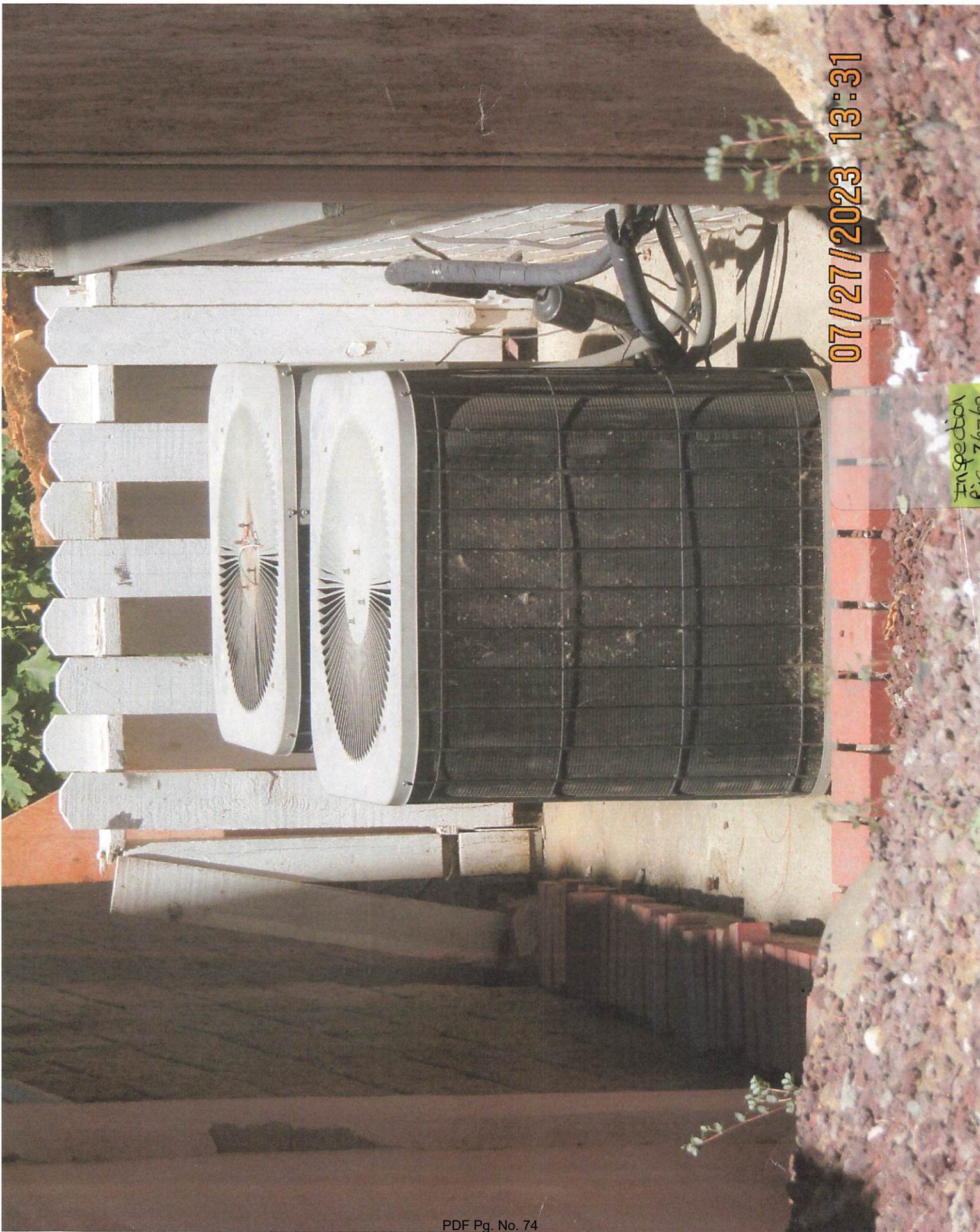
75

76



09/26/2023 13:59

5



07/27/2023 13:31

Inspection
Pic 7/27/23
3



09/12/2022 14:23

Pic. from
ESCROW 4
Via/23



Canyon Lake Property Owners Association
Planning & Compliance Department
31512 Railroad Canyon Rd.
Canyon Lake, CA 92587

CERTIFIED MAIL®



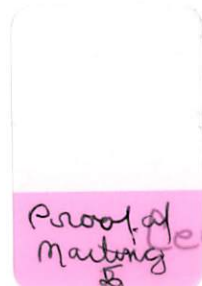
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quadiant
FIRST CLASS MAIL
IMI
\$005.70^g
08/22/2023 ZIP 92584
043M31239754

US POSTAGE

Tonia Wright
23016 Gray Fox Drive
Canyon Lake, CA 92587
3778-233



Proof of mailing certified mail



Canyon Lake Property Owners Association
Planning & Compliance Department
31512 Railroad Canyon Rd.
Canyon Lake, CA 92587

Tonia Wright
30254 Gulf Stream Drive
Canyon Lake, CA 92587
(Alternate Mailing Address)
3778-233



quadiant
FIRST-CLASS MAIL
IMI
\$001.35⁰
08/22/2023 ZIP 92584
043M31239754

US POSTAGE

Regular mail

RECORDING REQUESTED BY AND
WHEN RECORDED PLEASE MAIL TO:

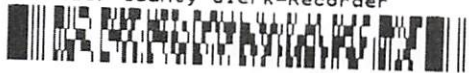
Canyon Lake Property Owners Association
c/o Planning & Compliance Dept.
31512 Railroad Canyon Rd.
Canyon Lake, CA 92587

2023-0242420

08/17/2023 10:33 AM Fee: \$ 109.00

Page 1 of 7

Recorded in Official Records
County of Riverside
Peter Aldana
Assessor-County Clerk-Recorder



APN: 355-131-008

SPACE ABOVE FOR RECORDER'S USE

NOTICE OF CONSENT TO USE LAND
(VARIANCE)

NOTICE IS HEREBY GIVEN, pursuant to California Government Code § 27288.1, as follows:

1. The Owner, **Tonia Wright**, is the holder of record title to the land described as follows:

The "Side Setback," as defined in the Rules and Regulations of the Canyon Lake Property Owners Association, of tract 3778 lot 233 is subject to the Covenants, Conditions, and Restriction running with the land as enforced by the Canyon Lake Property Owners Association.

2. The right of **Tonia Wright** to make any use whatsoever of the above described Side Setback or any portion thereof (other than any use expressly allowed by a written or recorded map, agreement, deed, or dedication) is by permission, and subject to control, of the undersigned pursuant to the Variance attached and incorporated hereto by reference as Exhibit "1". Section 813, Civil Code.

3. This consent is permissive only and may be revoked by the undersigned at any time in accordance with the law.

DATED: 2-14-2023

Canyon Lake Property Owners Association
By:
Renee Griffiths, President of
Canyon Lake Property Owners Association

See Next Page for Notary Acknowledgment

NOTARY ACKNOWLEDGMENT

Attachment to Notice of Consent to Use Land (California Government Code § 27288.1)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF RIVERSIDE)

On Feb 14, 2023, before me, Kati Trask, notary public, personally appeared Renee Griffiths, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Kati Trask

(Signature)

(Seal)

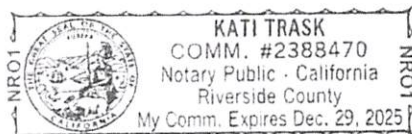


Exhibit "1"

Variance

Property Address: 23016 Gray Fox Dr., Canyon Lake, CA 92587

Tract & Lot No.: 3778-233

Owner: Tonia Wright

The Canyon Lake Property Owners Association (Association) hereby grants to the Owner a Variance in the side setback of **23016 Gray Fox Dr.**, Canyon Lake, California 92587 as more specifically described herein ("Subject Property").

The Variance shall apply exclusively to the exclusive possession of the Subject Property (i.e. "side setback") and use in the following limited manner: *Use and maintenance of 2 HVAC's that sits within the Owner's property, commonly referred to as the "side setback" and depicted in the diagram attached hereto as Exhibit A, that is subject to the Association's Covenants, Conditions, and Restrictions.* Any further or different use of the Subject Property, not expressly permitted herein is expressly prohibited without prior written approval of the Association. Any improvement or change on and/or to the Subject Property, not expressly permitted herein, is expressly prohibited without prior written approval of the Association.

This Variance is granted pursuant to the Rules and Regulations of the Association section PC.5.14 and is being granted by Association to Owner to correct the encroachment into the "side setback" that currently exists as a result of the erroneous construction of the 2 HVAC's in the side setback, through no fault of owner.

In consideration for the Association's grant of this Variance, Owner agrees to abide by all of the following rules:

1. This Variance shall be recorded in accordance with California Government Code § 27288.1.
2. Owner shall not modify the dimensions of the 2 HVAC's that currently sits within the "community setback" and depicted on Exhibit A without the express written consent of the Association.
3. Owner is solely responsible for the maintenance of the property which is the subject of this Variance and any proposed improvement thereon. The Association is not responsible for maintenance of the property or improvements that are the subject of this Variance.
4. Owner is solely responsible for insuring the property that is the subject of this Variance and any proposed improvement thereon.
5. Owner is solely responsible for acquiring all required permits and licenses from any state, municipal or other public entity as required by law. The Association shall not be responsible for acquiring any permits and licenses with respect to this Variance.
6. Association provides no express or implied warranty or representation that the Subject Property is safe or suitable for use. Association assumes no liability whatsoever for any property damage or injury occasioned by, arising from, in connection with or in any way related to this Variance. To the extent Owner utilizes and / or possesses the Subject Property, Owner does so at his or her own risk and shall not look to the Association for any claim of damages, restitution or other relief in

Exhibit "1"

connection with or related to use of the Subject Property or related to any improvement upon the Subject Property.

7. Possession or use of the property that is the subject of this Variance, or any approved improvements thereon, in any of the following manners is prohibited:
 - a. A manner that is in violation or conflict of the Association's governing documents, including, but not limited to, the Declaration of Covenants, Conditions and Restrictions, the Bylaws, the Rules and Regulations, and the Architectural Committee Guidelines.
8. This Variance exists for the term and duration of the life of the now 2 HVAC's and, therefore, this Variance terminates upon the end of the lifespan of the now existing 2 HVAC's. The Owner shall not replace the now existing 2 HVAC's without prior written approval of the Association. If now existing 2 HVAC's are destroyed, they cannot be rebuilt without prior written approval of the Association.
9. This Variance shall be recorded with the Riverside County Recorder's Office.
10. The Owner shall be responsible for and pay all recording fees and costs related to and resulting from this Variance. Owner shall pay said costs and fees following execution and recordation of this Variance.
11. This Variance shall be binding upon and shall inure to the benefit of the successors in interest and the assigns of such party to this Agreement including any buyers of the Subject Property.
12. The prevailing party in any litigation or arbitration arising out of or relating to this Variance shall be entitled to an award of its attorneys' fees and costs.
13. This Variance shall be governed by and interpreted in accordance with the laws of the State of California.
14. In the event of any dispute concerning this Variance Agreement or the Subject Property, suit may be brought only in a court of competent jurisdiction in the State of California, County of Riverside.

Canyon Lake Property Owners Association

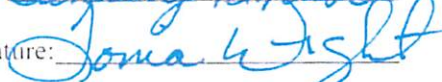
Date: 2-14-2023

Signature: 

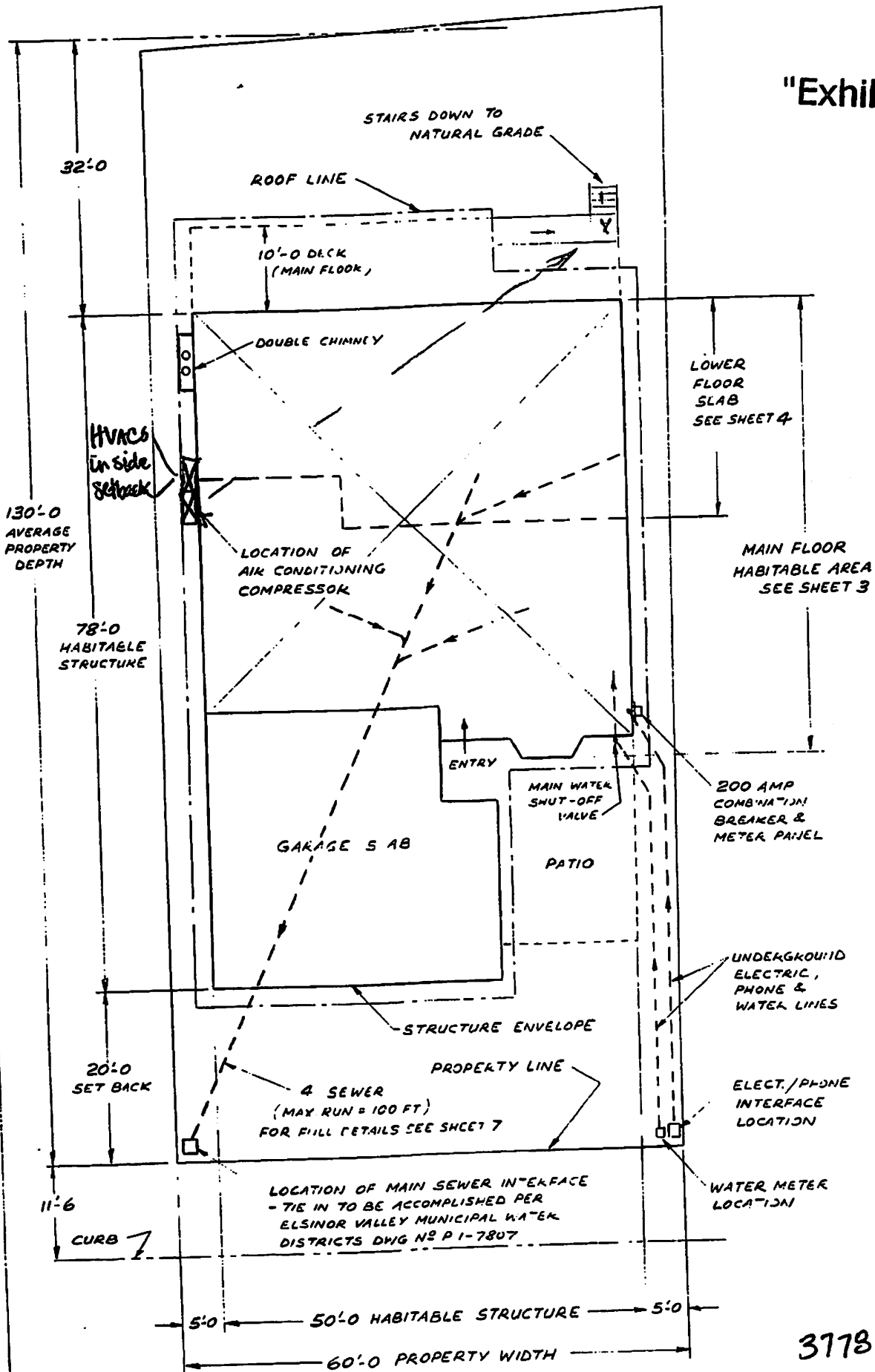
Title: President

Owner: Tonia Wright

Date: January 12, 2023

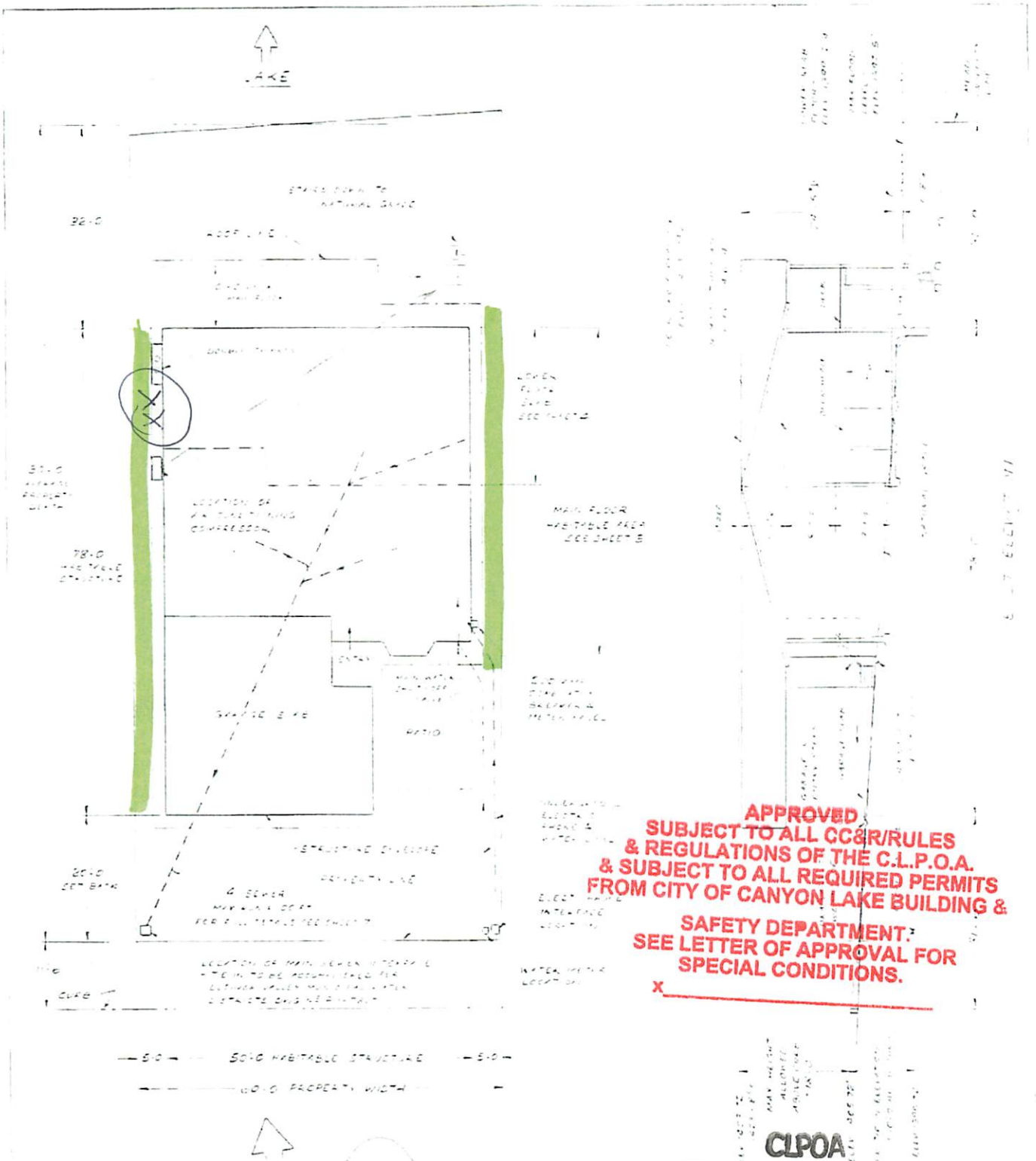
Signature: 

"Exhibit A"



3778-233

Approval
Jan 19, 2023



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.

JAN 19 2023

PLAN & COMPLIANCE

6/1/15

Date: 1/2/24

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Ricky Snelgrooes and Angela DiCicco appealing ACC denial for water slide and pool equipment located in side setback.

T/L: 3719-124

Address: 22951 Compass Dr

Rule Violation

Member Since September 7, 2021

Important information in rules highlighted in yellow

PC.1.4 Responsibility of member
PC.2.9 Definition of Structure
PC.3.1 Application of Setbacks
PC.3.1c Side Setback
PC.3.1d Rear Setback
PC.5.13 Swimming Pool, Spa, and Water Feature/Pond
PC.6.3s Contents of Plans

Exhibits for Review

Exhibit 1 New Plan
Exhibit 2 Picture - 10/4/23
Exhibit 3 Approved plot plan
Exhibit 4 Picture – Escrow 9/15/21 (multiple pictures)
Exhibit 5 Picture – Pool Equipment 10/4/22
Exhibit 6 Picture – Used to depict rock slide design
Exhibit 7 Picture – Rock slide design
Exhibit 8 Picture – View of rock slide from setback
Exhibit 9 Picture – Additional view from 10/4/22
Exhibit 10 Picture – Additional view from 10/4/22

Background

The waterfall, rockslide, replaster pool & Spa was approved **April 28, 2022**, with the conditions that the slide cannot exceed six (6') feet in height measure from the grade. (**Exhibit 3**)

October 4, 2022, an inspection of the project was conducted and found the water slide was approximately three (3') feet from the rear property line; with a portion of it hanging next the property line (right side), and the pool equipment appeared to have been replaced in the left side setback. (**Exhibit 8 & 5**)

October 14, 2023, a notice was sent explaining that the project was not built to plan; requesting a change application to be submitted to the ACC for review.

November 7, 2023, an extension request/appeal to ACC was submitted for review explaining what they were aware of.

- 1) Pool algae – that can have pics taken, that is clear.
- 2) Pool equipment – it was filed to be replaced in the exact spot that it was in the original install 30 years ago by the previous owner. No notification regarding the pool equipment in violation. Pool is the same location as built 30 years ago. The equipment did not move, and the permit was approved for replacement and in the spot, we said it was currently at, which is still at.
- 3) We were told the slide was over the property line. We are working with our contractor on that situation which is the main reason we are requesting the extension. (**Exhibit 3, 4 escrow pictures from September 8, 2021, a picture of the pool equipment, Exhibit 5**)

November 17, 2023, ACC granted a 90-day extension.

February 28, 2023, additional extension request submitted to ACC for review; looking for another pool company.

March 9, 2023, a second 120-day extension was granted.

July 13, 2023, a third extension request submitted; had to report the contractor to the CSLB, we are now in a civil suit. We are advised by our lawyer not to have the issue fixed until the case is settled. They are predicting it should be done within 60-90 days.

July 27, 2023, the ACC put the request on hold pending a review. **August 3, 2023**, the ACC met again and denied the request for more time. The Committee determined that an application and plans need to be submitted to relocate the pool equipment and rockslide. More time can be given after an approval is given.

September 13, 2023, the member submitted an appeal to the ACC; I had a contractor construct a slide that was not to plan, and he is refusing to fix it which had caused me to file a lawsuit against him. We are still battling in court about this issue. My attorney is advising me not to fix it yet because fixing it now may hinder our chance of winning the case. I know it a violation with the POA and I'm just asking for one more extension of a few months so I can get this issue resolved.

September 28, 2023, the ACC denied the request for more time; due to the length of time. The Committee determined that an application and plan was still required first, then more time can be issued.

In conclusion, the escrow pictures did show the pool equipment in the same location, however, the plot plan depicted the location of the equipment to be approximately five (5') feet away from the property line. (**Exhibit 3**)

Not knowing the exact measurement, a variance may be possible due to no fault of the member (purchased the home with the equipment in the same location), should the ACC allow. (**Exhibit 4**).

The case that the plot plan was not accurate would fall on the member per **PC.6.3a** content of plans are required to be accurate and to scale. It is the members responsibility to have a working knowledge of all rules, regulation and **CC&Rs** per **PC. 1.4** Responsibility, every owner should review the **CC&Rs** for their tract to ensure they are familiar with the restriction contained therein.

The BBQ Island mentioned in the members appeal was permitted with a variance due to no fault of the current owner and is a closed subject (approval in board packet).

The rockslide would not warrant a variance because it was not built according to the approved plan. The member made several requests for extensions of which two were granted in order for them to obtain a contractor to fix the slide. It is recommended that the Committee/Board request the outcome of the lawsuit prior to a decision.

Rules Description

PC.1.4 Responsibility

The Association and the Committee are not responsible for, and pursuant to the CC&Rs, are not liable for, any damage or loss suffered or claimed on account of defects in plans; the approval or disapproval of any plans, drawings, or specifications; the construction or performance of any work, whether or not pursuant to approved plans; or the execution and filing of any stop work order. The restrictions and guidelines described in the Architectural Guidelines are in addition to those set forth in the CC&Rs. Every owner should review the CC&Rs for their Tract to make sure they are familiar with the restrictions contained therein.

PC.2.9 Structure

A structure is defined as a habitable or non-habitable building or part of a building, accessory structure, support post(s), garden wall(s), gazebo, deck, pool, spa, and other improvements.

PC.3.1 Application of Setbacks

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

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

PC.3.1d - Rear Setback - Twenty (20') feet, or twenty-five percent (25%) of the depth of the lot, whichever is greater, from the Rear Line of each lot, unless such Rear Line shall be either contiguous to a boundary line of the golf course in which case the depth of the rear yard shall be twenty-five (25') feet or twenty-five (25%) percent of the depth of the lot, whichever is greater; or contiguous to a lake shoreline, in which event the depth of the rear yard shall be thirty (30') feet or twenty-five (25%) percent of the depth of the lot, whichever is greater. No structures are allowed in the rear five (5') foot setback measured from the rear property line(s).

PC.5.13 Swimming Pool, Spa, and Water Feature/Pond

A swimming pool or spa or water feature eighteen (18") inches or deeper shall not be installed in the Community setback or front yard. A water feature less than eighteen (18") inches deep may be installed in the front yard setback. The water of a swimming pool, spa, or water feature shall be a minimum of five (5') feet away from any property line except for a corner lot (see PC.3.1c). For a swimming pool a plot plan prepared by a licensed land surveyor or licensed civil engineer must be attached as an exhibit depicting the proposed improvements, their proposed location, and distances. All swimming pools, spas, and water features shall be drained to the sanitary sewer and not the yard, street, or lake per legal agreement with Elsinore Valley Municipal Water District. A hose may be used but all new permit applications for an inground pool must be plumbed with a permanent line draining from the pool equipment to the sanitary sewer through

a “p” trap with an air gap. Simulated rock, and real rock formation and slides shall be subject to height restrictions set by the Architectural Control Committee. All equipment shall be screened from street, lake, and golf course view. Screening must be of a permanent nature: no plants, bushes, or trees. If screened with lattice, the openings shall be one **(1)** inch or smaller. Stuccoed or split-faced block wall is recommended.

PC.6.3a Contents of Plans - All existing and proposed structures, including fences, decks, patios, driveways, walks, walls, retaining walls, etc., shall be shown on the submitted plans. The plans must also be accurate and to scale, show locations of setbacks and include dimensions of the proposed improvement(s) and distances from the proposed improvement(s) to existing improvements, setbacks, and property lines. Construction specifications are not required to be submitted to the Committee except for seawalls (Refer to paragraph PC.9.6).

Committee Results

The Committee met and the application was denied:

1st Meeting Approved, April 28, 2022: Approved w/c: slide cannot exceed six **(6')** feet measured from the grade.

2nd Meeting Denied August 3, 2023: extension denied: an application and plans need to be submitted to relocate pool equipment and rockslide.

3rd Meeting September 14, 2023: Rejected: pool equipment is in the five **(5')** foot side setback, a **CC&R** violation, and needs to be moved to the approved location. **PC.2.9, PC.3.1, PC.3.1c.**

4th Meeting Denied September 28, 2023: ACC APPEAL DENIED EXT: An application and plan is required to relocate pool equipment and rock slide not built according to approved plan. More time will be given when the application is approved.

5th Meeting Denied November 2, 2023: Rejected: pool equipment must not be in the five **(5')** foot setback. The rockslide must not be in the side or rear five **(5')** foot setback per **PC.3.1d** and **PC.3.1c.**

Members Appeal – Please see members written appeal.

Fiscal Impact

None

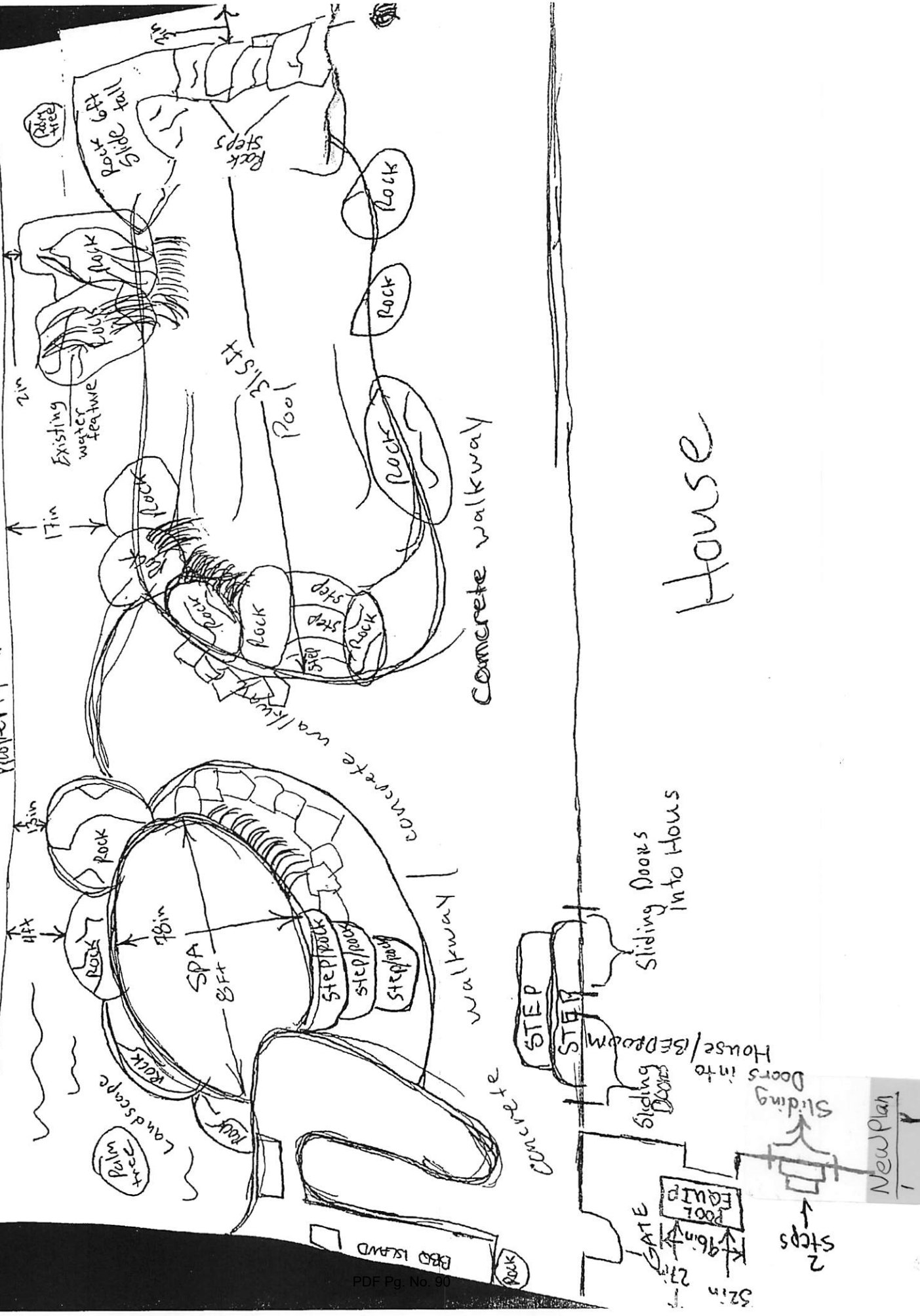
Staff Recommendation

Staff recommends that the Board of Directors to uphold the ACC Committee’s denial for the rockslide, rock slide needs to be removed or replaced, and grant a submittal from the member for a variance for the pool equipment due to no fault of the new owners.

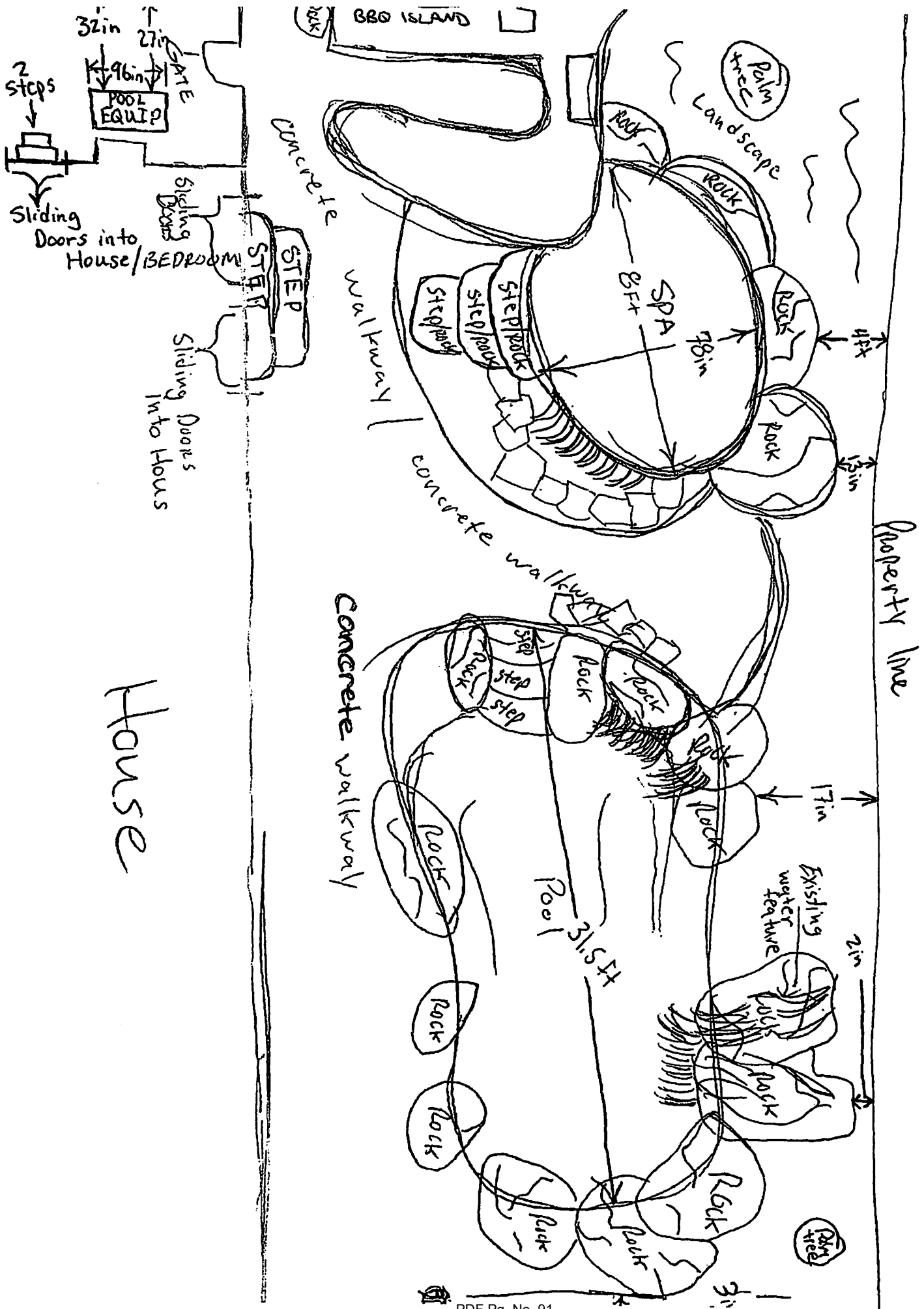
Cheryl Mitchell

Senior Planning and Compliance Manager

Remodel layout. The only thing added was the slide built on top of the preexisting rocks. Did not add anywhere but up on already existing rocks.



Layout design with the purchase name - everything pre-existing from prior owners.





10/4/23
Pic 2

Plot Plan Approved

SELF CLOSING GATES

STEVE & PAULA CUNNINGHAM

22951 COMPASS

TRACT & LOT 5719 / 124

PLAN & COMPLIANCE

APP 2 & 2009

C.L.P.O.A

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.

EXISTING HOUSE

Pool Equipment

100'0" PROPERTY LINE

5 FT SETBACK

EXISTING DECK

50' CONCRETE WALKWAY

CONCRETE DECK

5 FT BACKWALL

PLANTER

PLANTER



CONCRETE HANDDECK

SWIM STEPS

POOL

DEPTHS 7'0" 3'0"

5 FT SETBACK

water fall feature

6 ft fall

4 ft from fence line

5 FT BACKWALL

60'0" PROPERTY LINE

5 FT SETBACK

ESCROW Photo 2021

28

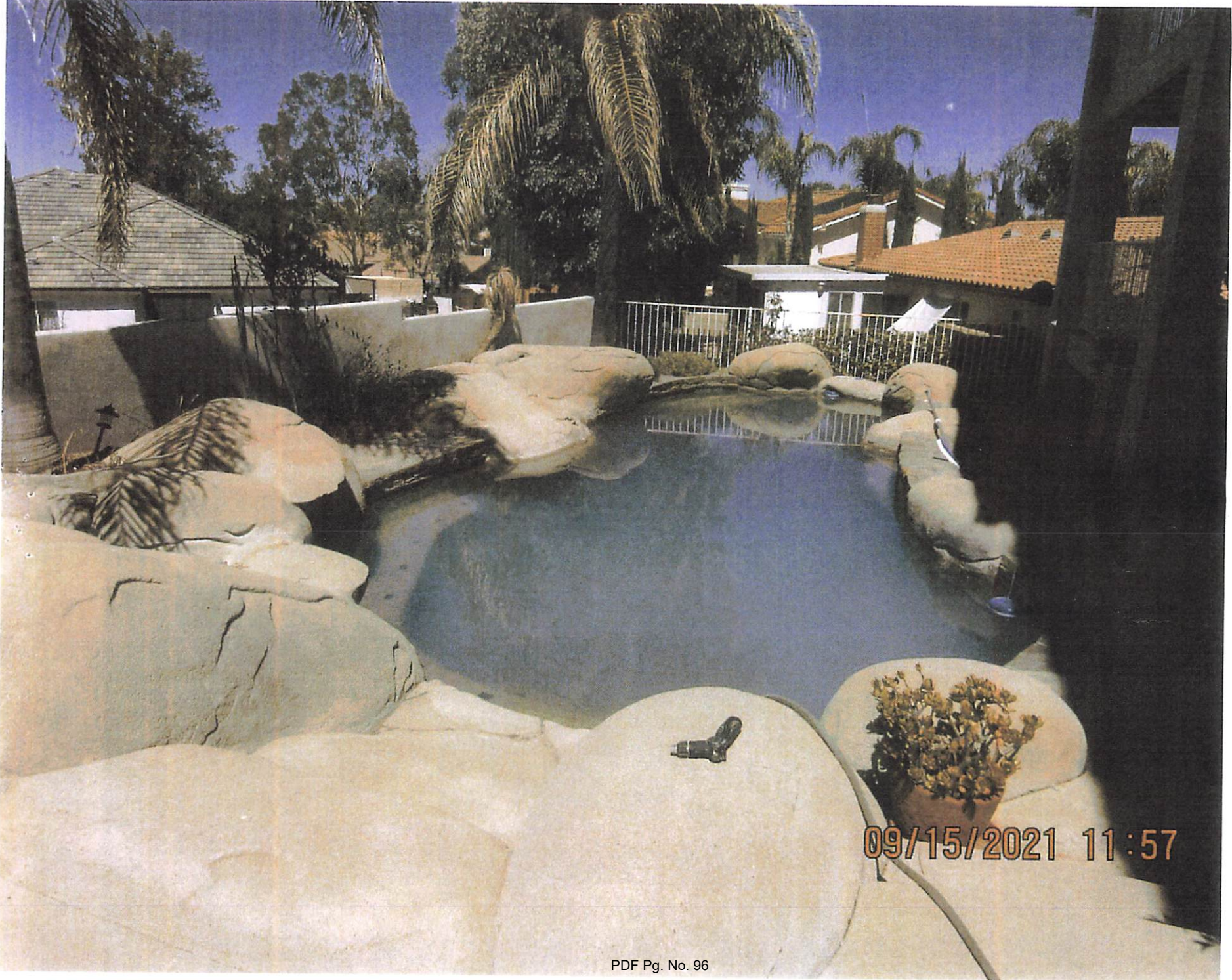


Escrow
Pic 4



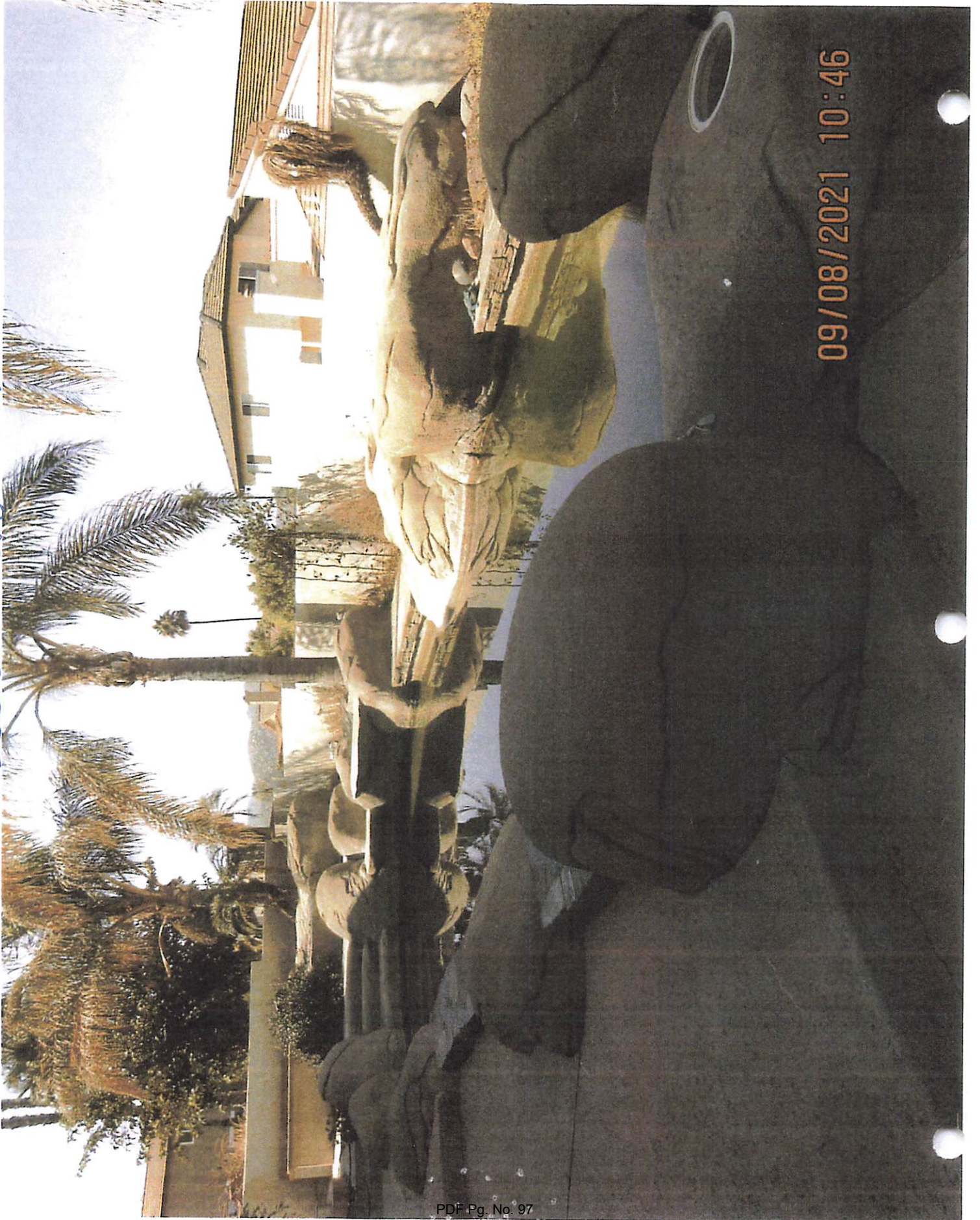
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27



ESCRROW PHOTO 2021

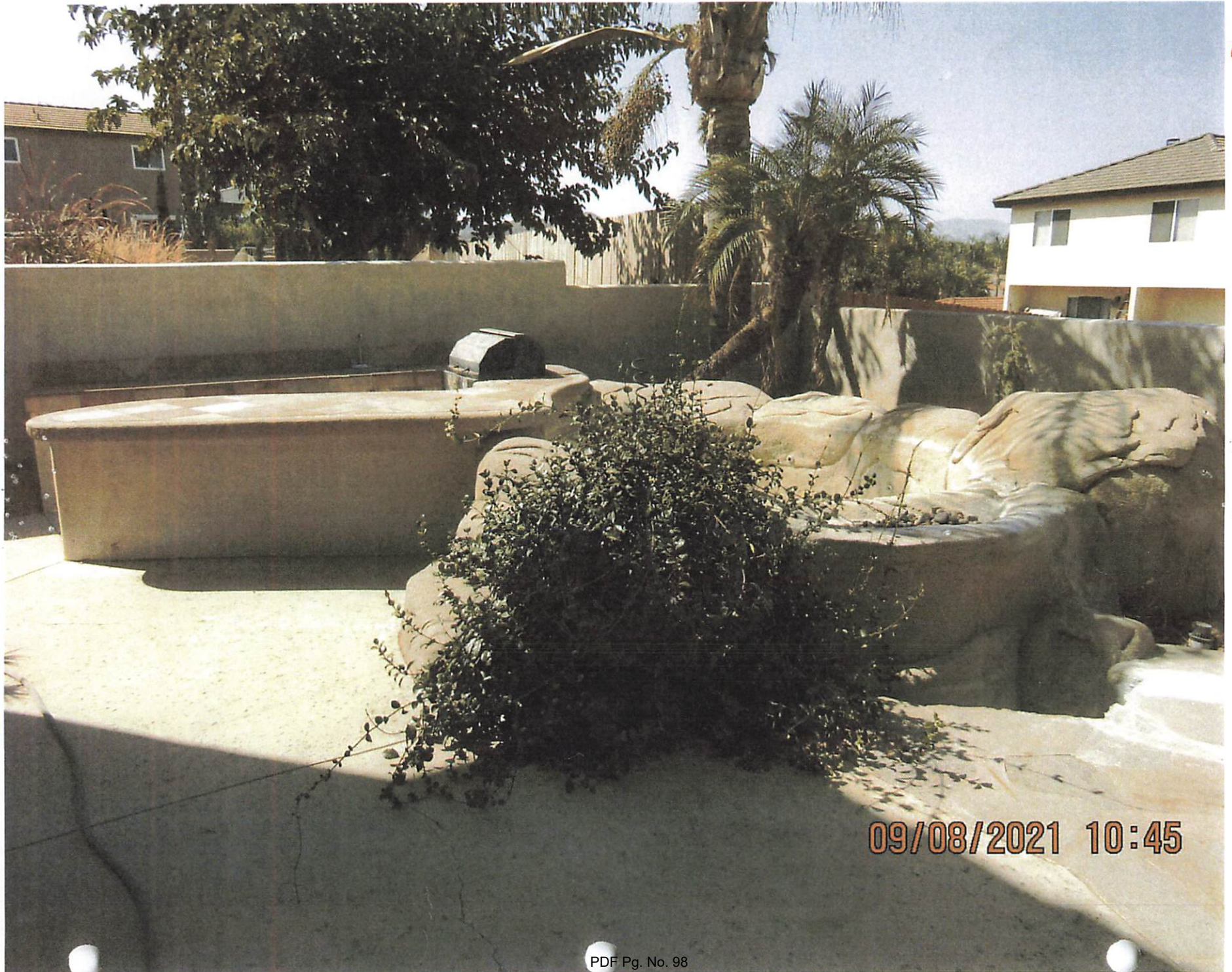
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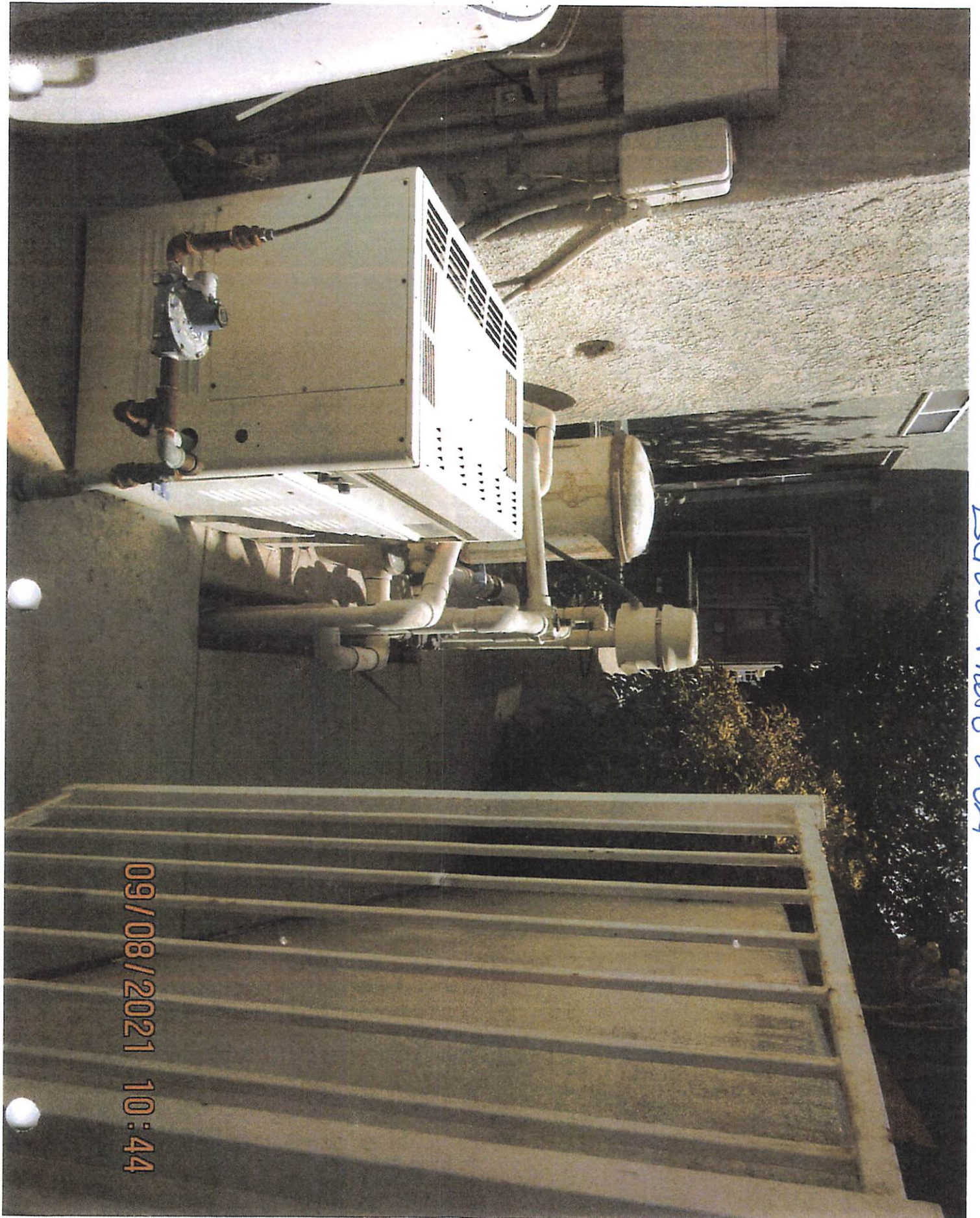
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Escrow Photo 2021

22



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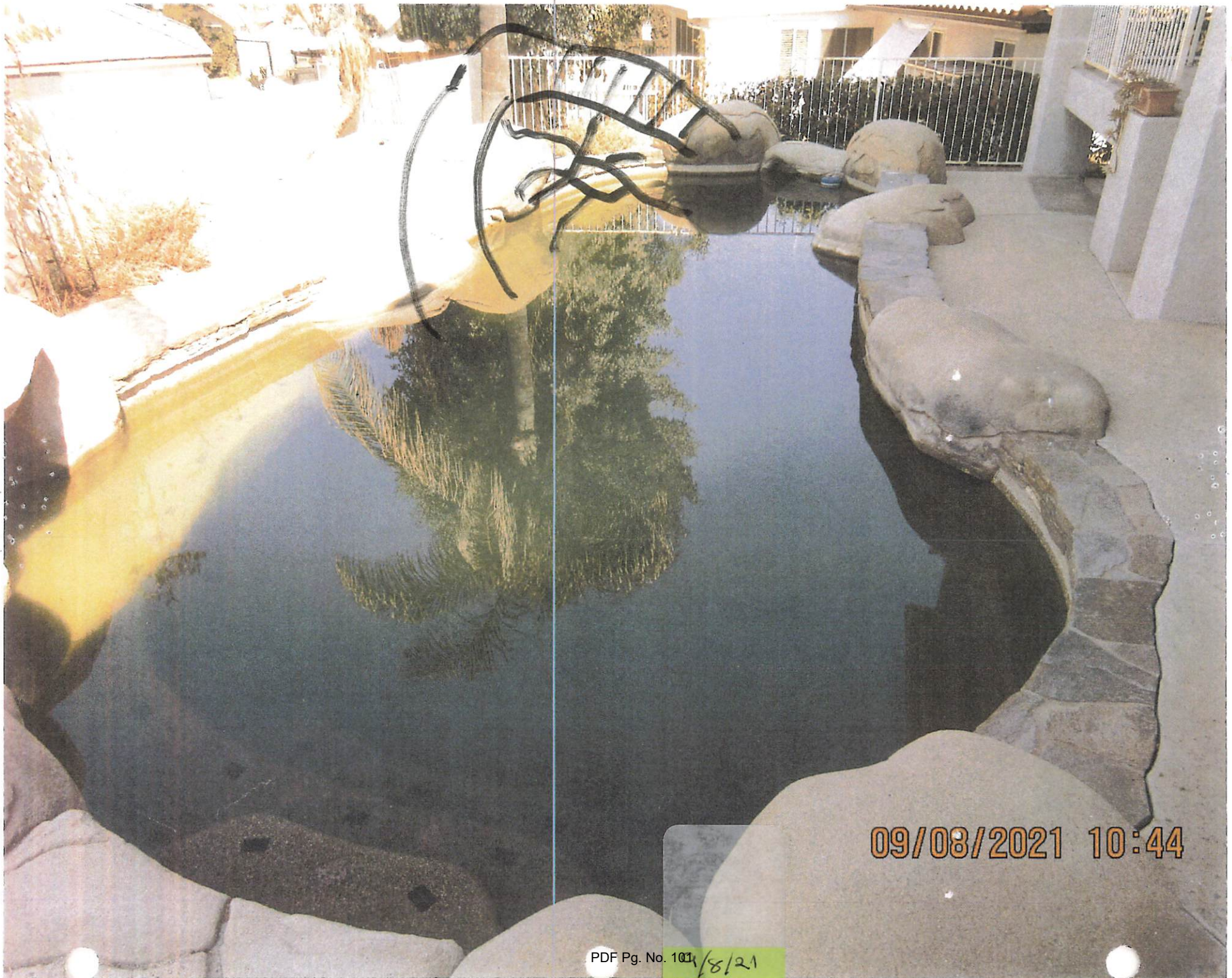
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19

pic 5
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21

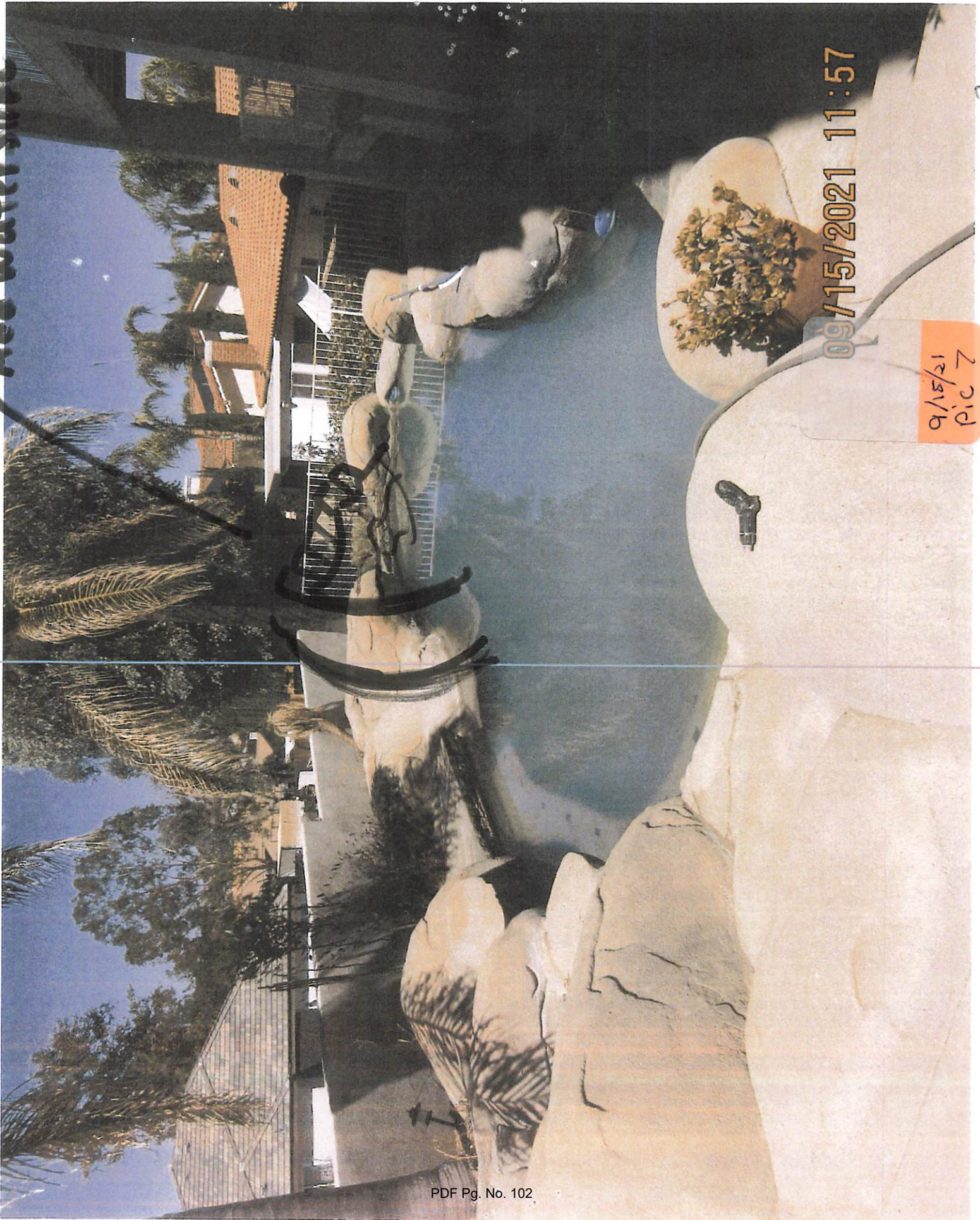
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Pic 6

Add water slide

2



09/15/2021 11:57

9/15/21
pic 7

54

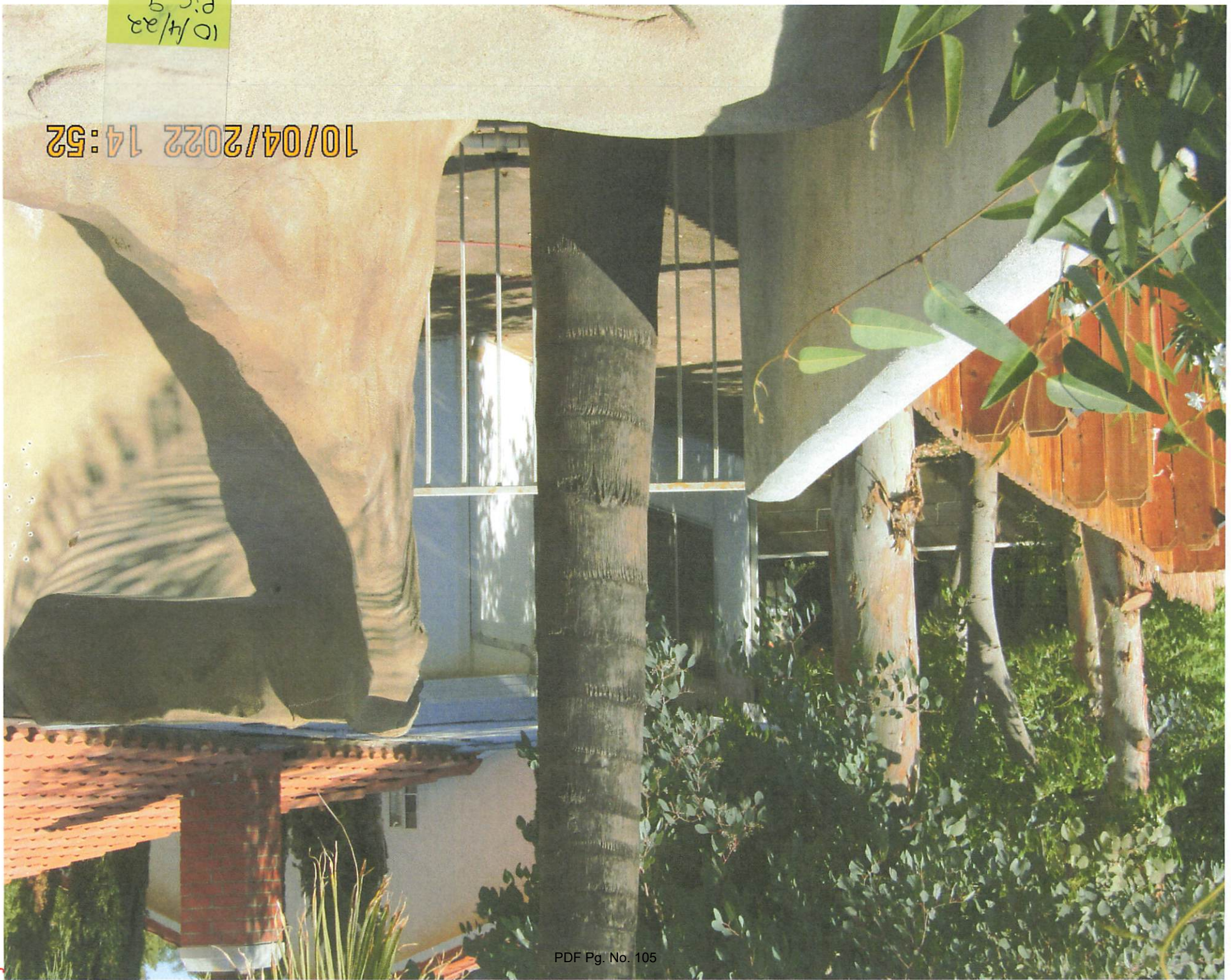


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10/4/22
Pic 8

10/4/22
Pic 9

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56



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10/4/22
Pic 10