

Board of Directors
Regular Session Board Meeting Agenda
Tuesday, June 4, 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**

- May 7, 2024
- May 17, 2024

3. **Public Official Comments**

4. **Presentations**

- Community Patrol Update
- Member of the Month
- Employee of the Quarter
- Board Director Term Awards

5. **Announcements**

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

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

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

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

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

B. **Report of Executive Session Actions** (Harmony McNaughton)

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

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

Proposed Resolution: That the Board of Directors authorize 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: Appeals Committee Chairperson, Member and Alternate Member Appointment** (Andrea Moreno)

Proposed Resolution: It is recommended that the Board of Directors approve to appoint Brian Wood as Chairperson, Terry Jarvis and Renee Griffiths as members, and Kelly Clement as an alternate member of the Appeals Committee; contingent upon execution of the confidentiality agreement .

8.2 **APPROVAL: Estates Committee Member Appointment** (Mary McFadden)

Proposed Resolution: It is recommended that the Board of Directors approve to appoint Bob Jacobson as a member of the Estates Committee; contingent upon execution of the confidentiality agreement .

8.3 **APPROVAL: Security Advisory Committee Member Appointment** (Harmony McNaughton)

Proposed Resolution: It is recommended that the Board of Directors approve to appoint Terry Jarvis as a member of the Security Advisory Committee, effective immediately.

8.4 **APPROVAL: Add New Rule GR.5.1u Yield** (Mary McFadden)

Proposed Resolution: It is recommended that the Board of Directors approve to add rule GR.5.1u, as attached.

8.5 **APPROVAL: Revise Rule PC.5.12 Solar Panels** (Cheryl Mitchell)

Proposed Resolution: It is recommended that the Board of Directors approve to revise rule PC.5.12, as attached.

8.6 **APPROVAL: Revise Rule PC.5.13 Swimming Pool, Spa, and Water Feature/Pond** (Cheryl Mitchell)

Proposed Resolution: It is recommended that the Board of Directors approve to revise rule PC.5.13, as attached.

8.7 **APPROVAL: Revise Rule PC.10.1 Swimming Pools Located in the Shore Zone** (Cheryl Mitchell)

Proposed Resolution: It is recommended that the Board of Directors approve to revise rule PC.10.1, as attached.

8.8 **APPROVAL: Revise Rule PC.10.7 Lake Protection** (Cheryl Mitchell)

Proposed Resolution: It is recommended that the Board of Directors approve to revise rule PC.10.7, as attached.

8.9 **APPROVAL: Revise Rules LR.4.1 and CC.4.1 - Reservable Locations of Restaurants** (Eric Kazakoff)

Proposed Resolution: It is recommended that the Board of Directors approve to revise rules LR.4.1 and CC.4.1, as attached.

9. Association Reports

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

10. Board Comments

11. Architectural Appeals

None.

12. Next Meeting Date

- Tuesday, July 2, 2024, at 1:00 p.m. – Executive Session
- Tuesday, July 2, 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, May 7, 2024. President Bill Van Vleet called the meeting to order at 6:00 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; Member Services Manager Mary Ziegler; Sr. Manager of Planning and Compliance Cheryl Mitchell; ACC Chair Dave Humphrey; Director of Operations Steve Schneider; ACC Member John Stelzner; Director of Corporate Administration Harmony McNaughton; and Clerk of the Board Andrea Moreno.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by Director Doherty
Quorum was verified by Clerk of the Board Andrea Moreno

2. **Approval of Minutes**

- April 9, 2024

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**

None.

4. **Presentations**

- Allied Universal Security Services Community Patrol Captain Zachary Wells provided a Community Patrol Update.
- Director Kamashian recognized the Member of the Month – Valerie Montgomery
- President Van Vleet recognized The Friday Flyer and Chuck Golding

5. **Announcements**

None.

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

The Board heard member comments.

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

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

A. APPROVAL: Ratify Monthly Financial Statement Review

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

B. Report of Executive Session Actions

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

C. APPROVAL: 2024.05.07 \$440000 \$250000 \$139000 tax pymt

MOTION/RESOLUTION: In compliance with Civil code 5515 and prudent fiscal management, it is recommended that \$690,000 is transferred between the Schwab Operating Reserve Account and the Schwab R&R Reserve Account in order to repay Inter Fund Balances due as of March 31, 2024. In addition, it is recommended that the estimated tax payments be approved for a total of \$278,000. APPROVED

8. Board Action Items

8.1 APPROVAL: Recreation Committee Chairperson Appointment

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve to appoint Kevin Thayer as Chairperson of the Recreation Committee, effective immediately. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

8.2 APPROVAL: Reserve Study Report for FY 2024-25

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors receive and file the reserve study report for the period beginning May 1, 2024. Director Cook seconded. Five votes in favor. MOTION CARRIED

8.3 28-Day Reading: Add New Rule GR.5.1u Yield

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve the 28-day reading to add rule GR.5.1u, as attached. Director Bill seconded. Five votes in favor. MOTION CARRIED

8.4 28-Day Reading: Revise Rule PC.5.12 Solar Panels

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve the 28-day reading to revise rule PC.5.12, as attached. President Van Vleet seconded. Five votes in favor. MOTION CARRIED

8.5 28-Day Reading: Revise Rule PC.5.13 Swimming Pool, Spa, and Water Feature/Pond

MOTION/RESOLUTION: Director Bill moved that the Board of Directors approve the 28-day reading to revise rule PC.5.13, as attached. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

8.6 28-Day Reading: Revise Rule PC.10.1 Swimming Pools Located in the Shore Zone

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve the 28-day reading to revise rule PC.10.1, as attached. Director Cook seconded. Five votes in favor. MOTION CARRIED

8.7 28-Day Reading: Revise Rule PC.10.7 Lake Protection

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve the 28-day reading to revise rule PC.10.7, as attached. President Van Vleet seconded. Five votes in favor. MOTION CARRIED

9. Association Reports

- Staff Reports, as written.

10. Board Comments

Directors provided comments.

The Board recessed at 7:03 p.m. and reconvened the meeting at 7:11 p.m.

11. Architectural Appeals

A. Daniel Rawlins 23315 Continental Drivee

Appealing ACC Denial of Wire Fencing to Sheild Golf Balls

MOTION/RESOLUTION: President Van Vleet moved that the Board of Directors approve the member's request to keep and approve the installed wire screening. Director Cook seconded. Five votes in favor. MOTION CARRIED

B. Warren Kelsey 22477 Boating Way

Appealing ACC Denial for Two HVAC Units Located in the Side Setback

MOTION/RESOLUTION: President Bill moved the Board of Directors uphold the ACC Committee decision and approve the member's request for the two (2) HVAC units located in the side setback. Director Cook seconded. Five votes in favor. MOTION CARRIED

Appealing ACC Denial for Two HVAC Units Located in the Side Setback

MOTION/RESOLUTION: President Van Vleet moved the Board of Directors uphold the ACC Committee decision and approve the member's request for the two (2) HVAC units located in the side setback, contingent upon execution of a variance. Director Cook seconded. Four votes in favor; President Van Vleet against. MOTION CARRIED

12. Next Meeting Date

- Wednesday, May 15, 2024 – Annual Meeting of the Members and Election of Directors
- Monday – Wednesday, May 20th – 22nd – Executive Sessions
- Tuesday, June 4, 2024, at 1:00 p.m. – Executive Session
- Tuesday, June 4, 2024, at 6:00 p.m. – Regular Session

13. Adjournment

MOTION/RESOLUTION: Director Cook moved to adjourn the meeting. Director Kamashian seconded. Meeting adjourned at 7:53 p.m.

Minutes approved: _____ Approved on: _____

**Adjourned Annual Meeting of the Members and Election of Directors Minutes
Friday, May 17, 2024, 9:00 a.m.
Lodge – Holiday Bay Room
22200 Canyon Club Drive, Canyon Lake, CA 92587**

The Annual Meeting of the Members and Election of Directors was called to order at 9:00 a.m. Board Directors present were Jeff Bill, Alex Cook, Joe Kamashian, Greg Doherty and President Bill Van Vleet. Quorum was reached with 1,210 members present in person or by secret ballot. Also present was Director of Corporate Administration Harmony McNaughton and Clerk of the Board Andrea Moreno.

The Pledge of Allegiance was led by Director Kamashian.

Introduction of Board of Directors

Board members present were introduced.

Introduction of the Board Candidates and Measures

Candidates and measures were introduced.

Introduction of the Inspector of the Election

HOA Elections of California, Inc representatives were introduced.

Quorum Verification and Explanation of Voting Procedures

The Inspector reported a quorum of at least 25% out of 4,800 members was needed to proceed. Quorum was reached with 1,210 members present in person or by secret ballot.

Nominations from the Floor

President Van Vleet called for nominations from the floor. No nominations were made.

Closing of Nominations from the Floor

Hearing no nominations, floor nominations were closed.

Closing of Balloting

Upon motion being properly made by member Director Doherty 3719-328, seconded by member Najwa Pedigo 3716-334, and carried, the balloting was closed.

Recess Meeting for Counting of Ballots

The Inspector explained the ballot counting process. With all in favor, the meeting recessed at 9:04 a.m.

Call to Order – Reconvene Meeting

The meeting reconvened at 11:31 a.m.

President's Report

None.

Corporate Counsel's Report

None.

Membership Open Comment Period

None.

Secretary’s Report

The May 13, 2023 Annual Meeting of the Members and Election of Directors minutes were distributed. There was a call for a motion of approval.

Upon motion being properly made President Van Vleet 3779-079, seconded by Jim Barringham 3868-637, and carried, the May 13, 2023 Adjourned Annual Meeting of the Members and Election of Directors minutes were approved.

Announcement of voting Results

The Inspector announced the official results (attached).

Official Results of the Election:

The purpose of this year’s election was; a vote on the election of two (2) directors to the Board, the approval of IRS Revenue 70-604, the approval of the Bylaw Amendment to Art. VI., Section 1, and the approval the Bylaw Amendment to Art. VI., Section 3.

Bill Van Vleet and Greg Doherty had the 1st and 2nd most votes and will each serve for a two-year term. Both candidates were properly placed and accepted nomination.

The IRS Revenue Resolution and both Bylaw Amendments had a majority of the ballots vote in the affirmative therefore all three measures were approved.

Election of Directors:

Greg Doherty	805	*Rod Bussett	1	*Vincent Torrate	1
Bill Van Vleet	926	*Stacy Noral	1	*Brian Esign	1
*Tim Cook	68	*Penelope Berry	1	*Renee Griffiths	1
*Samar Yousif	16	*David McCroy	1	*Matt Bryon	1
*Chuck Moreno	5	*Sean McDonald	1	*Edward Reyes	1
*Donna Buckley	4	*Donna Richards	1	*Collette Reyes	1
*Jack Wawsly	4	*Jerry Kite	1	*Jeff Taylor	1
*Robert Mora	3	*Kathy Mulcahy	1	*Walley Clark	1
*Carl Gardner	2	*Mike Zinda	1	*Chris Coates	1
*Brian Christian	2	*Jeremy Smite	1	*Blake Bonelli	1
*BrianCunningham	1	*Jon Wade	1		

**Indicates a write-in candidate*

Election of New Officers (2024-2025)

Bill Van Vleet President
Greg Doherty Vice President
Joe Kamashian Secretary
Jeff Bill Treasurer
Alex Cook Director

Closing Comments

None.

Adjournment:

Upon motion being properly made by Director Bill 3778-187, seconded by Director Cook 3779-007, and carried, the meeting adjourned at 11:36 a.m.

Minutes Approved: _____ Approved on: _____

Official Results of the Election

**CANYON LAKE PROPERTY OWNERS ASSOCIATION
 2024 ADJOURNED ANNUAL MEETING OF THE MEMBERSHIP**

The Association has selected HOA Elections of California, Inc. (“HOA Elections”) to function as Inspector of Elections. HOA Elections’ objective is to conduct the election process professionally and as efficiently as possible on your behalf.

Pursuant to Civil Code 5110, below is the tabulated result of the Annual Meeting of the Membership:

1. The Adjourned Annual Meeting was called to order at approximately 9:00 am on May 17, 2024.
2. The number of members entitled to vote on the matters reported below was 4,800.
3. A quorum of 25% of the total voting power was achieved. 1,210 ballots were received by the deadline prior to the Meeting.
4. Registered, received, determined the authenticity, validity, and effect of each Secret Ballot.
5. Heard and determined all challenges and questions arising out of or in connection with the right to vote.
6. Tabulated the votes received and certified the results of the election to be as follows:

Election of Directors:

Greg Doherty	805	*Rod Bussett	1	*Vincent Torrate	1
Bill Van Vleet	926	*Stacy Noral	1	*Brian Esign	1
*Tim Cook	68	*Penelope Berry	1	*Renee Griffiths	1
*Samar Yousif	16	*David McCroy	1	*Matt Bryon	1
*Chuck Moreno	5	*Sean McDonald	1	*Edward Reyes	1
*Donna Buckley	4	*Donna Richards	1	*Collette Reyes	1
*Jack Wawslay	4	*Jerry Kite	1	*Jeff Taylor	1
*Robert Mora	3	*Kathy Mulcahy	1	*Walley Clark	1
*Carl Gardner	2	*Mike Zinda	1	*Chris Coates	1
*Brian Christian	2	*Jeremy Smite	1	*Blake Bonelli	1
*Brian Cunningham	1	*Jon Wade	1	<i>*Indicates a write-in candidate</i>	

IRS Revenue Resolution

For	1027
Against	74

Bylaw Amendment Article. VI.

Section 1:

For	964
Against	105

Bylaw Amendment Article

VI. Section 3:

For	679
Against	399

The purpose of this year’s election was; a vote on the election of two (2) directors to the Board, the approval of IRS Revenue 70-604, the approval of the Bylaw Amendment to Art. VI., Section 1, and the approval the Bylaw Amendment to Art. VI., Section 3.

Bill Van Vleet and Greg Doherty had the 1st and 2nd most votes and will each serve for a two-year term. Both candidates were properly placed and accepted nomination.

The IRS Revenue Resolution and both Bylaw Amendments had a majority of the ballots vote in the affirmative therefore all three measures were approved.

Certified: May 17, 2024

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: June 4, 2024

From: Harmony McNaughton

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 Tuesday, June 4, 2024. The meeting was called to order at approximately 1:00 p.m. Items discussed during this session included:

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

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

3rd Party Contract/Agreement - The Board of Directors and management held discussion on two (2) 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.

Harmony McNaughton

Harmony McNaughton

Director of Corporate Administration

Date: June 4th, 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. 353-033-021-0	13.353-060-002	25.353-231-046
2. 355-233-014	14.353-022-044	26.355-061-027
3. 353-254-008	15.353-091-008	27.353-074-017
4. 353-262-011	16.353-253-050	28.355-231-019
5. 355-021-007	17.354-062-012	29.355-231-029
6. 353-112-010	18.353-104-005	30.355-283-002
7. 355-144-001	19.354-071-017	31.353-262-008
8. 355-131-008	20.354-171-005	
9. 355-123-037	21.353-252-003	
10.351-181-026	22.353-231-052	
11.351-184-010	23.354-220-024	
12.353-060-007	24.353-231-001	

DATE: June 4, 2024 **Action**

TO: Board of Directors

FROM: Hearing Services

RE: Appeals Committee – Chairperson, Members and Alternate Member

Background

The Appeals Committee Chairperson resigned in April, and a committee member resigned in May. The committee voted to appoint Brian Wood as Chairperson, and to make Terry Jarvis a member of the committee instead of the alternate member. The committee then had (2) two vacancies a member and an alternate member to fill.

Three applications were submitted, and the committee interviewed the (3) members on May 20, 2024.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors appoint Brian Wood as the new Chairperson, Terry Jarvis as a member, Renee Griffiths as a member and Kelly Clement as the alternate member to the Appeals Committee



Andrea Moreno Hearing Services

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: June 4, 2024 **ACTION:**

TO: Board of Directors

FROM: Member Services Manager

RE: APPROVAL – Appoint Estates Committee Member

Background

The Association received an application from the following member(s) requesting appointment to the Estates Committee:

Tina Visser

Robert Jacobson

Fiscal Impact

None

Recommendation

Estates Committee recommends that the Board of Directors approve/reject Robert Jacobson as a member, contingent upon execution of a non-disclosure agreement, effective immediately.

Mary McFadden

Mary McFadden, Member Services Manager

Date: June 4, 2024

From: Harmony McNaughton

APPROVA: Security Advisory Committee Member Appointment Recommendation

Background

The Security Advisory Committee (SAC) is composed of seven members and two alternate members. The primary responsibility of the SAC is to advise and assist the Board of Directors on matters related to the security of the community and its facilities. Due to recent changes in SAC's membership, there is one member vacancy. At the April 30, 2024 meeting, the committee discussed options to fill the member vacancy and unanimously voted to recommend Terry Jarvis move from an alternate member position to the member position. As an alternate member, he has already executed the confidentiality agreement and has more than six months of experience on the committee as an alternate.

Fiscal Impact

N/A

Recommendation

Based on the committee's request, it is recommended that the Board of Directors approve to appoint Terry Jarvis as a member of the Security Advisory Committee, effective immediately.

Harmony McNaughton

Harmony McNaughton, CCAM-LS, CMCA
Director of Corporate Administration

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: June 4, 2024 **ACTION:**

TO: Board of Directors

FROM: Member Services Manager

RE: APPROVAL – New Rule Gr.5.1u Yield

Background

It was brought to the attention of the Rules Review Committee there needed to be a rule for pedestrian and golf carts crossing the road. There is no current rule regarding vehicles needing to yield for pedestrians and golf carts.

At the April 2024 meeting, the Rules Committee met to discuss this concern. They looked over the current rules and created a new rule to address the concern. The committee felt this was a safety concern for all.

Fiscal Impact

\$100

Recommendation

It is recommended that the Board of Directors approve to add rule Gr.5.1u as attached.

Mary McFadden

Mary McFadden, Member Services Manager

Proposed Rule

GR.5.1u Yield

The driver of a motorized vehicle shall yield the right of way to any person(s) crossing the roadway within the marked crossings. No person(s) shall create a situation as to constitute an immediate hazard.

Fine amount: \$100, 2nd offense \$150, 3rd offense \$200

Date: 6/4/24

Board Action Item

To: Board of Directors

From: Planning and Compliance Department & ACC Committee

Re: Rule Revision Approval for PC.5.12 Solar Panels

Background

The ACC Committee is in the process of reviewing the PC rules to ensure that they are updated with new requirements.

PC.5.12 Solar Panels – The Committee and staff has revised this rule to eliminate the unnecessary task of painting electrical panel and adding tile roof requirements. The two changes include:

1. The electrical panels are not to be painted to match the existing home, however the conduit will be required to be painted.
2. For a tile roof, the tiles must be replaced around the panels.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the rule revision for **PC.5.12 Solar Panels**, as submitted.

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.5.12 Solar Panels

The roof mounting brackets and visible portions of underlay, if applicable, must match the roof in color. The electrical panels and exposed conduit mounted on the exterior wall(s) must match the main structure in color. Plot plans must show the location of the panels. Solar panels are not allowed in the front yard and/ or the Community setback.

Proposed Change ~~Redlined:~~

PC.5.12 Solar Panels

The roof mounting brackets and visible portions of underlay, ~~if applicable,~~ must match the roof in color. The ~~electrical panels and~~ exposed conduit mounted on the exterior wall(s) must match the main structure in color. ~~If the stucco is damaged around the electrical panel(s), the stucco must be repaired to match the existing in design and color. Plot plans~~ The plot plan must show the location of the panels. ~~Tile roofs must have matching roof tiles around the panels.~~ Solar panels are not allowed in the front yard and/ or the Community setback.

Proposed Change:

PC.5.12 Solar Panels

The roof mounting brackets and visible portions of underlay must match the roof in color. The exposed conduit mounted on the exterior wall(s) must match the main structure in color. If the stucco is damaged around the electrical panel(s), the stucco must be repaired to match the existing in design and color. The plot plan must show the location of the panels. Tile roofs must have matching roof tiles around the panels. Solar panels are not allowed in the front yard and/or the Community setback.

Fine – No change. No fine for a definition.

Justification: The Committee has revised the rule to eliminate the painting of electrical panels. The electrical panels are usually upgraded when a solar system is installed and have information stickers applied. The property owner may paint to match the wall color but the stickers must not be painted. For a tile roof, the tiles must be replaced around the panels.

Date: 6/4/24

Board Action Item

To: Board of Directors

From: Planning and Compliance Department & ACC Committee

Re: Rule Revision Approval for PC.5.13 Swimming Pool, Spa and Water Feature/Pond

Background

The ACC Committee is in the process of reviewing certain rules to ensure that they are updated to the new requirements.

PC.5.13 Swimming Pool, Spa and Water Feature/Pond changes in red to update wording only.

The change for this rule is for consistency purposes, the changes in red are in line with the verbiage used in the revised lake lease, and to establish the same verbiage used by the Committee and staff in the approval or denied conditions.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the rule revision for **PC.5.13 Pool, Spa and Water Feature/Pond**, as submitted.

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

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 and signed 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. A hose may be used but all new permit applications for an in-ground pool must be plumbed with a permanent in-ground line draining from the pool equipment to the sanitary sewer through a "p" trap with an air gap. Simulated rock, real rock formations and slides shall be subject to height restrictions set by the Architectural Control Committee. All equipment and propane tanks 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, decorative or split-faced block wall is recommended.

Proposed Change (Redlined):

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

A swimming pool ~~and/~~ or spa or water feature eighteen (18) inches or deeper shall not be installed in the Community ~~setback~~ or front ~~yard~~ setback. A water feature ~~or pond~~ less than eighteen (18) inches deep may be installed in the front setback. The water of a swimming pool, spa, or water feature shall be a minimum of five (5) feet away from any ~~structure (see PC. 2.9)~~ ~~and any~~ property line, except for a corner lot (see PC.3.1c). For a swimming pool, a plot plan prepared and ~~stamped/~~ signed by a licensed land surveyor or ~~licensed~~ registered civil engineer must be attached as an exhibit depicting the proposed improvements, their proposed location and distances. ~~Missing labels may be hand written but corrections or changes to the design, dimensions, or specifications would require a new plot plan.~~ All swimming pools, spas, and water features shall be drained to the sanitary sewer and not the yard, street, or lake. A hose may be used but all new permit applications for an in-ground pool must be plumbed with a permanent in-ground line draining from the pool equipment to the sanitary sewer through a "p" trap with an air gap. Simulated rock, real rock formations and slides shall be subject to ~~a~~ height restriction ~~set by the Architectural Control Committee of six (6) feet.~~ All equipment and propane tanks 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, decorative or split-faced block wall is recommended ~~and required for propane in the~~

Final #2 to PC.5.13, 5/9/24

front setback. Pool equipment is not allowed in the front yard. See SECTION X if your property is Lakeside.

1

Proposed Change:

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

A swimming pool and/or spa or water feature eighteen (18) inches or deeper shall not be installed in the Community or front setback. A water feature or pond less than eighteen (18) inches deep may be installed in the front setback. The water of a swimming pool, spa, or water feature shall be a minimum of five (5) feet away from any structure (see PC.2.9) and any property line, except for a corner lot (see PC.3.1c). For a swimming pool, a plot plan prepared and stamped/ signed by a licensed land surveyor or registered civil engineer must be attached as an exhibit depicting the proposed improvements, their proposed location and distances. Missing labels may be hand written but corrections or changes to the design, dimensions, or specifications would require a new plot plan. All swimming pools, spas, and water features shall be drained to the sanitary sewer and not the yard, street, or lake. A hose may be used but all new permit applications for an in-ground pool must be plumbed with a permanent in-ground line draining from the pool equipment to the sanitary sewer through a "p" trap with an air gap. Simulated rock, real rock formations and slides shall be subject to a height restriction of six (6) feet. All equipment and propane tanks 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, decorative or split-faced block wall is recommended and required for propane in the front setback. Pool equipment is not allowed in the front yard. See SECTION X if your property is Lakeside.

Fine: No change. \$100, per month.

Justification: PC.10.1 and PC.10.2 needed to be updated to represent the current requirements now established by the new lake lease. Since it references PC.5.13, we needed to make certain changes and updates to PC.5.13.

Date: 6/4/24

Board Action Item

To: Board of Directors

From: Planning and Compliance Department & ACC Committee

Re: Rule Revision Approval for PC.10.1 Swimming Pools Located in the Shorezone

Background

The ACC Committee is in the process of reviewing certain rules to ensure that they are updated to the new requirements.

PC.10.1 for Swimming Pools Located in the Shorezone changes in red to update the wording only.

For consistency purposes the updated changes in red are in line with the verbiage used in the revised lake lease, and to establish the same verbiage used by the Committee and staff.

The first change is in the title – the word **shorezone** has been stricken out, because pools are no long being approved in the shorezone area belonging to **EVMWD** water district. Its now called lakeside, referring to homes located with lakeside properties.

The first sentence was stricken for the same reason – pools are not being approved per **EVMWD** in their shorezone.

Other changes in red through-out **PC.10.1** were made to clean up the verbiage, ensure legal titles are referenced, and rule revision requirements being issued by the ACC Committee.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the rule revision for **PC.10.1 Swimming Pools Located Near the Shorezone and, and if applicable, a Sewer Easement**, as submitted.

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

SECTION X - SHOREZONE SWIMMING POOLS

PC.10.1 Swimming Pools Located in the Shorezone

Lakefront property owners may apply for approval to install a swimming pool and related improvements such as pumps, pool equipment, fences, and pool decks located in whole or in part on the Shorezone. The member must submit a permit application that meets all the requirements of **PC.5.13** (use the checklist) and the request for encroachment. The request for encroachment to build is submitted by Planning and Compliance, not the member, to the water company. The approval for encroachment rests completely with the water company, the owner of the land. The member is responsible to maintain such improvements and is subject to any conditions imposed by the Committee and/or the water company. The member may be required to modify or remove the swimming pool and related improvements at some future date.

PC.10.2 Application Requirements

An application for Committee approval / encroachment permit for a swimming pool and related improvements upon the Shorezone are available at the Planning and Compliance Department. The items required are:

PC.10.2a - A completed application form signed by all the owners of record of the lakefront lot.

PC.10.2b - Submission of an Agreement and Covenant (Running with the Land) (referred to as the "Covenant") that has all blanks filled in with the required information. 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 from the proposed improvements to:

- The boundary of the lakefront lot closest to the lake.
- Existing improvements on the lakefront lot.
- The nearest improvements on the lakefront lots directly adjacent to the applicant's lakefront lot.
- Existing improvements on the **EVMWD** property within three hundred (**300**) feet of the proposed improvements.
- Must drain to the sanitary sewer through a "p" trap with an air gap.
- The **1383'** msl contour.

The Covenant must also have the original signatures of all owners of record of the lakefront lot accompanied by completed original notary acknowledgments for each signature sufficient to allow recordation of the document, as well as the original signatures of the **EVMWD** officials specified on the Covenant, again accompanied by original notary acknowledgements for those signatures sufficient for recording purposes

Final to PC.10.1 and PC.10.2, 4/18/24

Proposed Change **Redlined:**

SECTION X – SHOREZONE LAKESIDE SWIMMING POOLS

PC.10.1 Swimming Pools Located ~~in the near the~~ Shorezone and, if applicable, a Sewer Easement

~~Lakefront property owners may apply for approval to install a swimming pool and related improvements such as pumps, pool equipment, fences, and pool decks located in whole or in part on the Shorezone.~~ The member must submit a permit application that meets all the requirements of **PC.5.13** (use the checklist) and the request for encroachment if needed. The request for encroachment to build is submitted by Planning and Compliance, not the member, to the water company. The approval for encroachment ~~on~~ **near the shorezone** rests completely with the water company, the owner of the land. The member is responsible to maintain such improvements and is subject to any conditions imposed by the Committee and/or the water company. The member may be required to modify or remove the swimming pool and related improvements at some future date.

C.10.2 Application Requirements

An application for Committee approval / encroachment permit for a swimming pool and related improvements ~~upon~~ **near** the Shorezone are available at the Planning and Compliance Department. The items required are:

PC.10.2a - A completed application form signed by all the owners of record of the ~~lakefront~~ lakeside lot.

PC.10.2b - Submission of an Agreement and Covenant (Running with the Land) (referred to as the "Covenant") that has all blanks filled in with the required information. A plot plan prepared by a licensed land surveyor or ~~licensed-registered~~ civil engineer must be attached as an exhibit depicting the proposed improvements, their proposed location, and distances from the proposed improvements to:

- ~~The boundary property lines~~ of the ~~lakefront~~ lakeside lot closest to the lake,
- ~~The pool water and/or other structures that must be five (5) feet minimum from the rear and side property lines on the owner's property,~~
- The existing rear improvements on the ~~lakefront~~ lakeside lot,
- ~~The nearest improvements on the lakefront lots directly adjacent to the applicant's lakefront lot.~~
- ~~and the~~ existing improvements on the **EVMWD water company** property **within three hundred (300) feet of the proposed improvements** such as a seawall and dock ramp.

ALSO:

- ~~The pool must drain to the sanitary sewer through an in-ground line with a "p" trap with an air gap. A line must be shown from the pool equipment to the sanitary sewer with " 'p' trap and air gap" labeled by the sanitary sewer location.~~
- ~~The 1383 msl contour.~~

Final to PC.10.1 and PC.10.2, 4/18/24

- Minimum height of water for a pool, trough, or a water feature is 1388' msl. The actual water elevation must be shown on the plan.

The Covenant must also have the original signatures of all owners of record of the lakefront lakeside lot accompanied by completed original notary acknowledgments for each signature sufficient to allow recordation of the document, as well as the original signatures of the EMMWD officials specified on the Covenant, again accompanied by original notary acknowledgments for those signatures sufficient for recording purposes.

Proposed Change:

SECTION X – LAKESIDE SWIMMING POOLS

PC.10.1 Swimming Pools Located near the Shorezone and, if applicable, a Sewer Easement

The member must submit a permit application that meets all the requirements of PC.5.13 (use the checklist) and the request for encroachment if needed. The request for encroachment to build is submitted by Planning and Compliance, not the member, to the water company. The approval for encroachment on or near the shorezone rests completely with the water company, the owner of the land. The member is responsible to maintain such improvements and is subject to any conditions imposed by the Committee and/or the water company. The member may be required to modify or remove the swimming pool and related improvements at some future date.

C.10.2 Application Requirements

An application for Committee approval / encroachment permit for a swimming pool and related improvements near the Shorezone are available at the Planning and Compliance Department.

The items required are:

PC.10.2a - A completed application form signed by all the owners of record of the lakeside lot.

PC.10.2b - Submission of an Agreement and Covenant (Running with the Land) (referred to as the "Covenant") that has all blanks filled in with the required information. A plot plan prepared by a licensed land surveyor or registered civil engineer must be attached as an exhibit depicting the proposed improvements, their proposed location, and distances from the proposed improvements to:

- The property lines of the lakeside lot closest to the lake,
- The pool water and/or other structures that must be five (5) feet minimum from the rear and side property lines on the owner's property,
- The existing rear improvements on the lakeside lots,
- and the existing improvements on the water company property such as a seawall and dock ramp.

ALSO:

Final to PC.10.1 and PC.10.2, 4/18/24

Date: 6/4/24

Board Action Item

To: Board of Directors

From: Planning and Compliance Department & ACC Committee

Re: Rule Revision Approval for PC.10.7 Lake Protection

Background

The ACC Committee are reviewing certain rules to ensure that they are updated to the new requirements.

PC. 10.7 for Lake Protection a few changes in red to update the wording only.

PC.10.7 required updating to represent the current requirements now established by the new lake lease.

For consistency purposes the updated changes in red are in line with the verbiage used in the revised lake lease, and to establish the same verbiage used the Committee and staff.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the rule revision for PC.10.7 Lake Protection, as submitted.

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.10.7 Lake Protection

There shall be no contact between water/ chemicals from a swimming pool or related improvements located in whole or in part upon the Shorezone and the lake waters. The swimming pool and related improvements must be designed and built with this requirement in mind and include protections and falls back to keep water or chemicals from the swimming pool and related improvements from entering the lake. Minimum height of decking for a pool or trough or a water feature is 1388' msl.

Proposed Change Redlined:

PC.10.7 Lake Protection

There shall be no contact between water/ chemicals from a swimming pool or related improvements located in whole or in part upon the Shorezone and the lake waters. The swimming pool and related improvements must be designed and built with this requirement in mind and include protections ~~and~~ which falls back to keeping water or chemicals from the swimming pool and related improvements from entering the lake. Minimum height of ~~decking the water level~~ for a pool or trough or a water feature is 1388' msl.

Proposed Change:

PC.10.7 Lake Protection

There shall be no contact between water/ chemicals from a swimming pool or related improvements located in whole or in part upon the Shorezone and the lake waters. The swimming pool and related improvements must be designed and built with this requirement in mind and include protections which falls back to keeping water or chemicals from the swimming pool and related improvements from entering the lake. Minimum height of the water level for a pool or trough or a water feature is 1388' msl.

Fine – No change. \$1,500, per Occurrence.

Justification: PC.10.1 and PC.10.2 needed to be updated to represent the current requirements now established by the new lake lease.

DATE: June 4, 2024

TO: Board of Directors

FROM: General Manager, Eric Kazakoff

RE: Rule Approval - Reservable Locations of Restaurants

Background

With the recent renovations completed at the Lodge and the increased use of the two restaurants/facilities for various banquets and events, it has been determined that clarification of what areas at these restaurants are allowed to be reserved is needed.

In previous years, the policy allowed for the rental of the Lodge's bar/lounge and dining areas. In addition, some events hosted at the Country Club and Lodge have requested the use of the entire facility. With these two facilities primarily operating as restaurants and needing daily food services to help keep the subsidies down, the staff recommends modifications to the Rules & Regulations for banquet and event reservations.

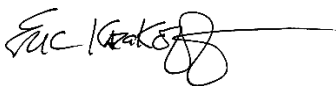
In the proposed revision to the Rules & Regulations, it is recommended that each restaurant specify which areas may be reserved for a banquet or event. In addition, staff recommends that only half of the Lodge's Sunset Lounge Terrace Patio be reserved for a banquet or event to allow minimal impact on general member use of these facilities.

Fiscal Impact

N/A

Recommendation

It is recommended that the Board of Directors approve the 28-day reading as it was presented to it on April 9, 2024, to revise rules LR.4.1 and CC.4.1.



General Manager, Eric Kazakoff

Lodge/Lighthouse Restaurant Rules

Current Rule:

LR.4.1 Facility Reservation, Use and Rental Agreement Required

A Facility Reservation, Use and Rental Agreement must be completed and signed. On this agreement, it is important to provide information about the function or event, any special requests and whether food / beverage will be required. The agreement details terms, use and rental requirements and responsibilities, items that are allowed or not allowed at the Lodge facility. The agreement further stipulates that CLPOA will not be responsible for loss by reason of temporary use and occupancy of the facility and does not under any circumstances assume responsibility for any loss, liability, damage, cost or expense. (For additional information on on-site catering services, refer to Section VI.)

Proposed Revision:

LR.4.1 Facility Reservation, Use and Rental Agreement Required

A Facility Reservation, Use and Rental Agreement must be completed and signed. On this agreement, it is important to provide information about the function or event, any special requests and whether food / beverage will be required. The agreement details terms, use and rental requirements and responsibilities, items that are allowed or not allowed at the Lodge facility. The agreement further stipulates that CLPOA will not be responsible for loss by reason of temporary use and occupancy of the facility and does not under any circumstances assume responsibility for any loss, liability, damage, cost or expense. (For additional information on on-site catering services, refer to Section VI.)

LR.4.1a- Reservable Locations of the Lodge & Lighthouse Restaurant are as follows:

- Holiday Bay Room
- Pool View Room
- Sunset Beach Room
- Private Dining Room
- Sunset Lounge Terrace Patio (1/2 of patio may be used for private reservation with reservation fee)
- Front Lawn & Trellis

Country Club Rules

Current Rule:

CC.4.1 Facility Reservation, Use and Rental Agreement Required

A Facility Reservation, Use and Rental Agreement must be completed and signed. On this agreement, it is important to provide information about the function or event, any special requests and whether food / beverage will be required. The agreement details terms, use and rental requirements and responsibilities, items that are allowed or not allowed at the Country Club. The agreement further stipulates that CLPOA will not be responsible for loss by reason of temporary use and occupancy of the facility and does not under any circumstances assume responsibility for any loss, liability, damage, cost or expense. (For additional information on on-site catering services, refer to Section VI.)

Proposed Rule:

CC.4.1 Facility Reservation, Use and Rental Agreement Required

A Facility Reservation, Use and Rental Agreement must be completed and signed. On this agreement, it is important to provide information about the function or event, any special requests and whether food / beverage will be required. The agreement details terms, use and rental requirements and responsibilities, items that are allowed or not allowed at the Country Club. The agreement further stipulates that CLPOA will not be responsible for loss by reason of temporary use and occupancy of the facility and does not under any circumstances assume responsibility for any loss, liability, damage, cost or expense. (For additional information on on-site catering services, refer to Section VI.)

CC.4.1a- Reservable Locations of the Country Club Restaurant are as follows:

- Country Club Dining Room
- Country Club Patio
- Magnolia Room

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.
- June 30 Potluck – 70 taco dinners will be donated by Ria from the Sport's Stop, please bring drinks, appetizers, or dessert to this potluck. Sign ups are at the POA office, call to make reservations starting June 4. Call Activities @ ext. 610.
- Potluck and LCR is the last Sunday of every month, except November or December. Bring a dish to share and stay for the game or leave as you need after the meal.
- Costco is hosting a hearing aid cleaning service on June 15, starting at 10 am, with time slots every 15 minutes, call Activities @ ext. 610 to register a time slot.

Activities Dept. 50

- Fiesta, Fiesta, Fiesta – thank you to everyone who helped out! We couldn't have done it without the help of our club booth volunteers! Many thanks to Natassia Wright, Steve Libring, Kathy Homewood, Robert Mora, Perry Beggs, and Samantha Gorrell. Thanks again to the Car Club for donating their car/drivers to the dignitaries of the parade. Many thanks to our sponsors: Tilly's Marine, Last Chance Performance Marine, Canyon Lake Culture, Coldwell Bankers, The City of Canyon Lake, CR&R, Soundwave and Golf Pro Pat Kemball.
- Planning Taco Tuesdays has started. Join us at the Lodge:
 - June 11, 18, 25
 - July 9, 16, 23, 30
- Park hours changed on May 1, 2024 – 8 am-10 pm.
- Community benches throughout community. Give Activities a call, send email or visit our website to order.
- Concerts At the Lodge 2024 Concerts
 - August 10 – **NEW! NEW! NEW! Craig Campbell**
 - November 2 – Colt Ford

Pool Dept. 54

- Summer Schedule started May 25th
 - Sunday-Thursday
 - Lap Swim 6-10am
 - Open swim 10am- 9pm
 - Friday & Saturday
 - Lap Swim 6-10am
 - Open swim 10am-10pm
- Aqua Fitness
 - Monday through Friday 8 am & 9 am
 - Evening classes start June 3rd. Monday, Thursday & Friday
 - Day Pass- \$3
 - 10 classes punch card- \$25
 - Monthly unlimited punch card- \$35
- Swim lessons, Parent & Me, Water Polo
 - 1st week of our summer pool programming starts June 17th.
 - No classes 4th of July week
 - Last day of lessons is Aug 2nd.
- Pool stats:
 - Month of May- total-4,332
 - Aqua fitness and lap swim – 484

- Open swim – 3848
- Hosted Paddle boats Sunday May 26th, with great success. 165 participants
- First Pool Movie night May 24th- 80 attendees.

Event & Activities Updates

Upcoming Events

- June 8 – Harvest Trade @ the Community Garden
- June 11 – Taco Tuesday
- June 15 – Costco Hearing Center event @ the Senior Center
- June 16 – Father’s Day Brunch @ the Country Club
- June 22 – Yacht Club Rock Cruise
- June 29 – Mermaid’s Tea @ the Lodge
- June 29 – Pool Movie Night

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
- Mindfulness & Mobility
 - Monday & Wednesday 10-10:45 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*

COMMUNICATION REPORT

Goals & Campaigns – May 2024

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)
 - Member Spotlight Page
 - Employee of the Quarter Page
- **Community Project Promotions**
 - Year 2 Pavement Project
 - Tennis Court Shade Area Project
- **Upcoming Event Promotions**
 - Concerts at the Lodge Series
Craig Campbell
Colt Ford
 - Movie Nights at the Pool
 - Movie Nights at the Park
 - Happy Camp 4th of July Lottery
 - Tacos & Family Fun Nights
 - 4th of July Fireworks
- **Member Services Notices**
 - Fiscal Year Updates
 - Guest ePass
 - Canyon Lake Virtual Tours (360)
 - Notify Us
- **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**
- **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)

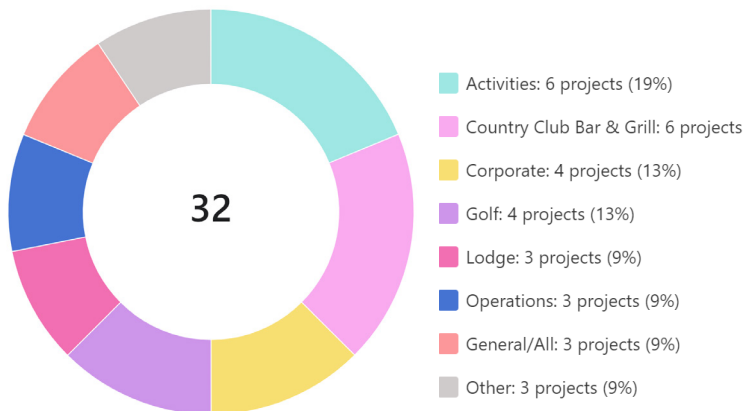
COMMUNICATION REPORT

KPI Dashboard – May 2024

ACTIVE CAMPAIGNS

May 2024

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



HIGHLIGHTS

648

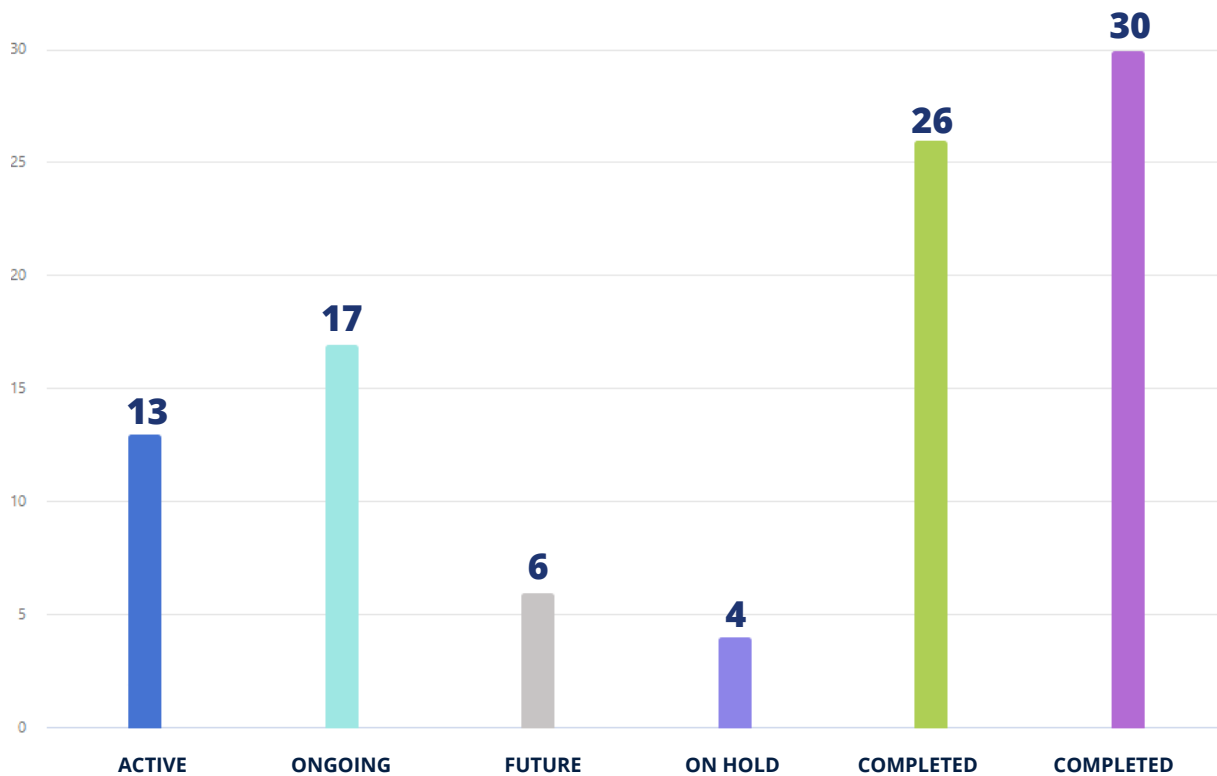
tasks completed
in May 2024

8

club events promoted
in fiscal year 2024/25

CAMPAIGN STATUS

Below is the status of the campaigns Communications manages. These numbers are tracked for the current fiscal year 2024/25 (May 1, 2024 through April 30, 2025).



FEATURE CAMPAIGNS – CANYON LAKE POA

May 2024

Community Promotions



CANYON LAKE CELEBRATES
Fiesta Hopper
LAKE LIFE

SATURDAY, MAY 25
SUNDAY, MAY 26

HOLIDAY HARBOR | SIERRA PARK
INDIAN BEACH | LODGE | EASTPORT PARK



4th of July

HAPPY CAMP SITE LOTTERY

LOTTERY SIGN UPS
MAY 10 – MAY 24

REGISTER ONLINE
WWW.CLPOA.COM/LOTTERY

VIRTUAL LOTTERY
May 31 at 11 a.m.
Lottery may be viewed
vm.clpoa.net or on Facebook
@canyonlakepoa.

Winners will be posted online and notified by email and phone.

STAY CONNECTED
WITH THE CANYON LAKE POA



• Explore our user-friendly websites • Stay in the loop with our mobile app • Follow us on social media • Receive weekly email newsletters

WWW.CLPOA.COM/GET-CONNECTED

CANYON LAKE PROPERTY OWNERS ASSOCIATION @canyonlakepoa

NOTIFY US!



Want to report a concern in the community, like a broken light at a park, a pothole, or an issue on our website? Check out our Notify Us page to report these kinds of concerns.

WWW.CLPOA.COM/NOTIFYUS

CANYON LAKE PROPERTY OWNERS ASSOCIATION @canyonlakepoa



SUMMER TENNIS CAMP

JUNE 17 – JUNE 21

AGES 4 – 6 \$60
8:30 a.m. – 9 a.m.

AGES 7 – 17 \$200
9 a.m. – 11 a.m.
Includes drinks and snacks. Pizza party on final day.

Registration
Call 951.760.0140

Tennis Pro
Bobby Kielty
kieltyreality@aol.com

YEAR 1 PAVEMENT SEAL COATING PROJECT
MON, MAY 13 – FRI, MAY 17

MON, MAY 13 Lighthouse Drive (west end) Wake Court Cascade Drive Yellow Gold Drive Fawn Lake Place	THU, MAY 16 Boating Way Nautical Court Castle Crag Drive Compass Drive (between Sandpiper and Yellow Gold) Mariner Drive Blue Heron Court Aspen Place
TUE, MAY 14 Eagle Point Redwood Drive (north end) Wind Song Place Bonanza Place Gold Rush Place Klamath Court Lassen Drive	FRI, MAY 17 Redwood Drive Canyon Club Drive (east end, eastbound)
WED, MAY 15 Compass Drive (south end) Lighthouse Drive (east end) Sandpiper Court Beacon Court	

CANYON LAKE PROPERTY OWNERS ASSOCIATION @canyonlakepoa

Restaurant Promotions

Vote for us!



THE PRESS ENTERPRISE
BEST OF INLAND EMPIRE
2024 ANNUAL READERS' CHOICE

Breakfast
Sunday Brunch
Hamburger
Local Restaurant
Golf Course

CANYON LAKE COUNTRY CLUB BAR & GRILL @canyonlakecountryclub

CANYON LAKE COUNTRY CLUB BAR & GRILL

PRIME RIB Night
EVERY WEDNESDAY
5 P.M. TO 7:30 P.M.



PRIME RIB, MASHED POTATOES, AND VEGETABLES FOR \$25

FREE CHOCOLATE CAKE OR CHEESECAKE WITH THE PURCHASE OF TWO PRIME RIB DINNERS.

SUNSET LOUNGE AND TERRACE

JULIA LYONS
COUNTRY ACOUSTIC

THURSDAY, MAY 30 | 5 P.M. – 9 P.M.

HAPPY HOUR
from 3 p.m. to 6 p.m.

Reservations online at www.canyonlakelighthouse.com

CANYON LAKE PROPERTY OWNERS ASSOCIATION


22200 Canyon Club Drive, CA 92587, Canyon Lake CA

CANYON LAKE LODGE

CONTEST GIVEAWAY

COMMENT YOUR FAVORITE DISH BY TUESDAY, MAY 21, FOR A CHANCE TO WIN A \$25 GIFT CARD!

WINNER WILL BE ANNOUNCED ON WEDNESDAY, MAY 22



@thecanyonlakelodge

FEATURE CAMPAIGNS – CANYON LAKE POA

May 2024

Road Coverage | Phase 9

Longhorn Dr. - Progress
(from Big Range Rd. South intersection to before Red Barn Pl.)



Longhorn Dr. - After
(from Big Range Rd. South intersection to before Red Barn Pl.)

Road Coverage | Phase 10

Longhorn Dr. - Before
(between the Big Range Road North intersection and the Big Range Road South intersection)



Longhorn Dr. - After
(between the Big Range Road North intersection and the Big Range Road South intersection)

Road Coverage | Phase 11

Longhorn Dr. - Before
(from Vacation Drive to the Big Range Road North intersection)



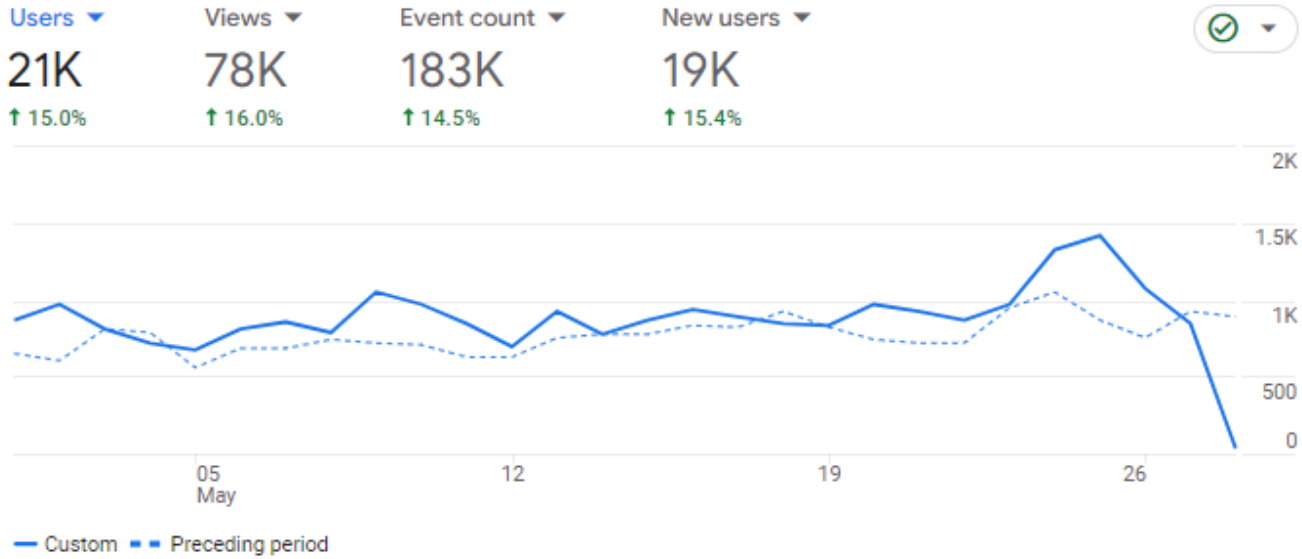
Longhorn Dr. - After
(from Vacation Drive to the Big Range Road North intersection)

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

COMMUNICATION REPORT

Website Highlights – May 2024

Website Analytics Highlights



Top 15 Visited Website Pages

	Page title and screen class ▾ +	↓ Views	Users	Views per user	Average engagement time	Event count All events ▾
		81,103 100% of total	21,289 100% of total	3.81 Avg 0%	1m 30s Avg 0%	191,010 100% of total
1	Home - Canyon Lake POA	13,387	6,771	1.98	32s	37,731
2	Login - Canyon Lake POA	7,872	2,937	2.68	57s	17,571
3	Fiesta Hopper 2024 - Canyon Lake POA	3,643	1,999	1.82	49s	8,710
4	My Info - Canyon Lake POA	2,671	1,257	2.12	59s	5,521
5	Home - Lighthouse Restaurant	2,384	1,421	1.68	15s	6,791
6	Camping - Canyon Lake POA	2,321	1,218	1.91	53s	5,946
7	Fiesta Schedule - Canyon Lake POA	1,904	1,022	1.86	42s	4,031
8	Search - Canyon Lake POA	1,771	848	2.09	58s	3,599
9	Reservations - Canyon Lake POA	1,757	1,331	1.32	3s	4,442
10	Pickleball - Canyon Lake POA	1,725	309	5.58	1m 09s	3,684
11	Make Payment - Canyon Lake POA	1,472	780	1.89	2m 02s	2,838
12	Reservations - Lighthouse Restaurant	1,370	967	1.42	1s	3,372
13	Events - Canyon Lake POA	1,322	840	1.57	45s	3,052
14	Restaurant - Canyon Lake POA	1,184	848	1.40	18s	2,749
15	Events Reservation - Canyon Lake POA	1,092	604	1.81	46s	2,228

COMMUNICATION REPORT

Social Media Highlights – May 2024

PERFORMANCE SUMMARY

21,466

Followers
Total

451

Published
Posts

468,004

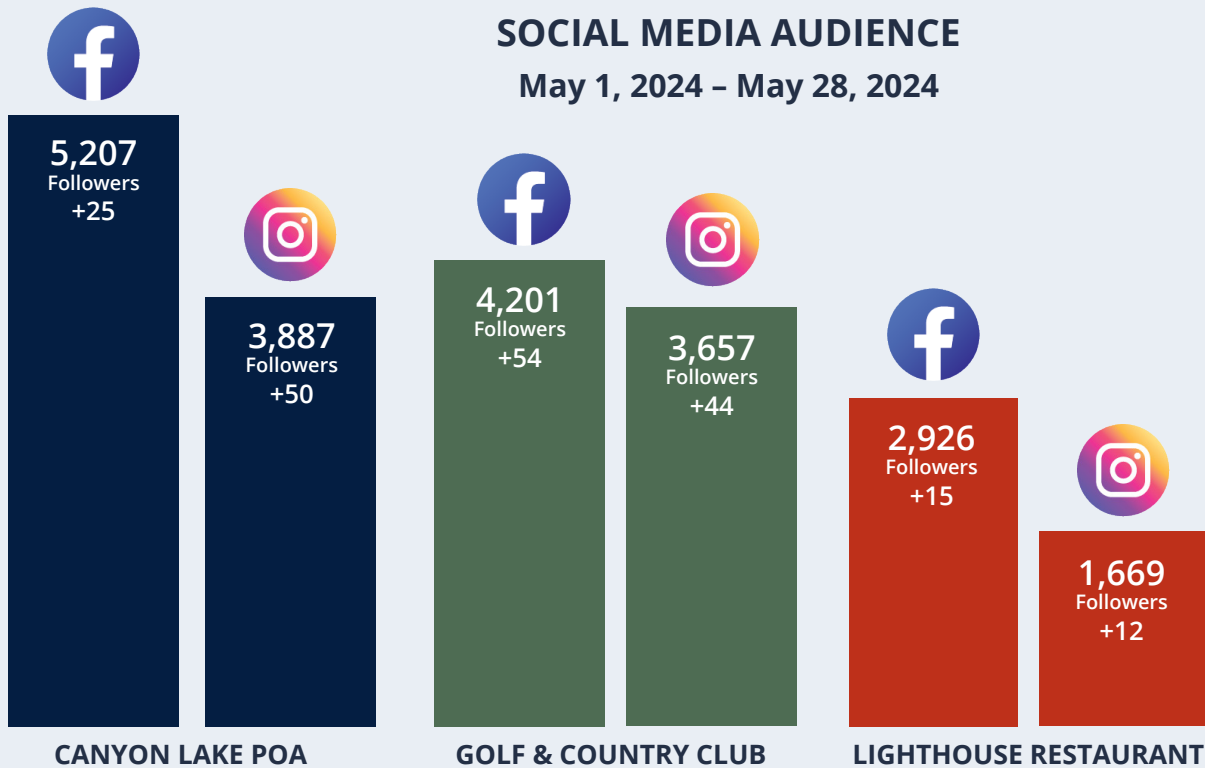
Page
Impressions

284,591

Post
Impressions

SOCIAL MEDIA AUDIENCE

May 1, 2024 – May 28, 2024



PROFILE SUMMARY

Profile	Followers	Growth	Clicks	Engagment	Reach	Impressions
Canyon Lake POA Facebook	5,207	25	2,237	3,266	84,646	87,545
Canyon Lake POA Instagram	3,887	50	46	2,190	99,558	84,613
Golf & Country Club Facebook	4,201	54	1,514	6,133	35,459	92,861
Golf & Country Club Instagram	3,657	44	30	280	14,758	11,505
Canyon Lake Lodge Facebook	2,926	15	847	2,564	17,511	41,081
Canyon Lake Lodge Instagram	1,669	12	48	115	7,424	6,968

COMMUNICATION REPORT

Email Highlights - May 2024

EMAIL DASHBOARD - MAY 2024

75177

DELIVERED

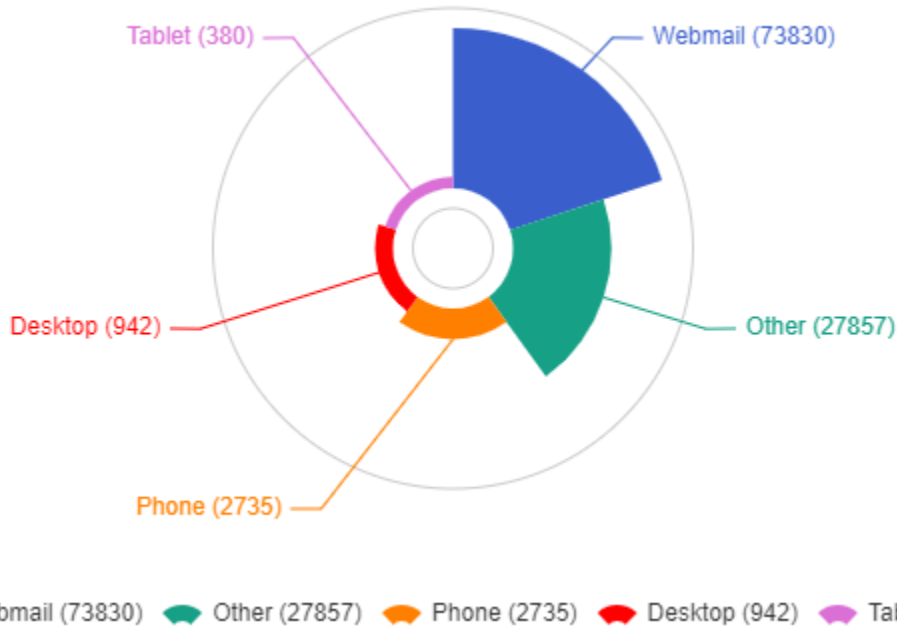


41779

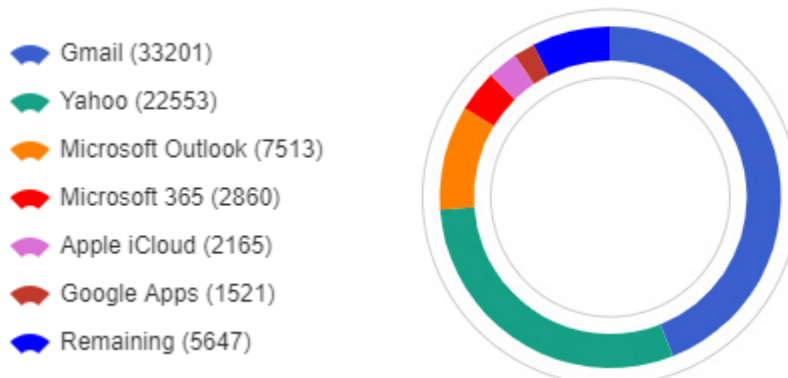
UNIQUE OPENS



TOP DEVICE OPENS MAY 2024



DELIVERY BY EMAIL CLIENT MAY 2024



COMMUNITY PATROL REPORT

April 2024

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	February		March		April		B/W Prior Year	
Violations	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites
Speeding	2	0	1	4	0	0	0	3
Parking	56	280	59	465	70	458	27	534
Unauthorized Entry	55	7	19	7	64	25	45	16
E-Bikes	26	8	31	20	34	17		
Noise	9	1	7	0	14	2	7	6

Additional Information

	February	March	April
Total Calls for Service	175	120	132
Call for Service – Unable to Locate	32	25	21
Guest Citations	42	218	299
Service Provider Citations	4	0	2
Member Citations	98	217	232
Warning Citations	116	391	392
Speed Trailer citations	46	60	47
Vandalism	3	1	9
Property Damage	17	12	14
Misc. Violations	43	54	73

Gate Entry Statistics

	February	March	April
Total Guest Passes issued by Gate			
• Main Gate			
• East Gate			
• North Gate			
Total Guest Entries by Gate			
• Main Gate			
• East Gate			
• North Gate			
Total RFID Entries by Gate			
• Main Gate			
• East Gate			
• North Gate			
Confiscated Guest Passes	193	197	205

Two Guest Lane Entry Protocol*

	February	March	April
Total time in minutes	68	65	122
• Main Gate	68	65	107
• East Gate	0	0	15

*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

May 2024
(4/29-5/27)

Marine Patrol's primary functions are to provide the community with services that include Quagga Mussel and boat safety inspections, Rules and Regulations compliance, and incident observation and reporting to the Association. In the table below, the "Calls for Service" column reflects the number of calls made by community members based on the violation type.

Citations Issued

CITATION		MARCH	APRIL	MAY
LM.2.5	Expired/No Reg (State)	8	4	3
LM.2.6	Expired/No Reg (CLPOA)	0	2	0
LM.2.7	Expired/No Reg at a dock or lift	2	2	0
LM.6.7	Excessive Wake in NO wake zone	1	0	1
LM.7.3	Reckless behavior while operating a motorized boat	0	0	0
LM.9.11	Plowing	0	0	0
GR.2.18a	Loud Noise	0	0	0
GR.4.4	Fishing License	1	1	0
GR.6.2c	Failure to present valid ID	1	0	2
	Other	1	3	0
TOTAL		14	12	6

Warnings Issued

WARNING		MARCH		APRIL		MAY	
		VERBAL	WRITTEN	VERBAL	WRITTEN	VERBAL	WRITTEN
LM.2.5	Expired/No Reg (State)	5	0	3	0	6	0
LM.2.6	Expired/No Reg (CLPOA)	2	0	1	1	3	0
LM.2.7	Expired/No Reg at a dock or lift	0	1	0	2	0	0
LM.6.7	Excessive Wake in NO wake zone	47	0	21	1	4	0
LM.7.3	Reckless behavior while operating a motorized boat	2	0	1	0	10	0
LM.9.11	Plowing	0	0	4	1	5	0
GR.2.18a	Loud Noise	0	0	0	0	0	0
GR.4.4	Fishing License	3	1	3	0	2	0
GR.6.2c	Failure to present valid ID	0	1	1	0	4	0
	Other	0	0	5	0	16	0
TOTAL		59	3	39	5	50	0

Additional Information

	MARCH	APRIL	MAY
Total Calls for Service	68	120	476
Boat Safety Inspections	19	49	410
Boat Tow (Out of Fuel/Mechanical)	3	5	14
Boat Tow (Adrift)	3	0	2
Battery Assist	0	1	1
P&C Inspector Escort Hours	9.75	10.25	14
Fish & Game/Other Escort Hours	2.75	4	0
Fishing License Checks	17	11	14
Quagga Inspection	15	28	38
White Tag Applied	14	26	31
Quarantine Tag Applied	0	0	0
Debris/Other Retrieval & Disposal	12	13	13
Days @ Yellow Flag	31	19	0

Boat Operating Hours

	Start Hrs	End Hrs	MARCH	APRIL	MAY
Boat 1	1889.1	2034.9	135.7	143.1	145.8
Boat 2	1336.8	1471	56.1	52.6	134.2
Boat 3	976.8	989.2	19.8	14.7	12.4
Boat 4	1409.7	1447.2	40.7	51.5	37.5
TOTAL			252.3	261.9	329.9

Boat Operating Hours & Percentage by Location

	MARCH		APRIL		MAY	
	Hours	%	Hours	%	Hours	%
Main Lake	127.8	50.6	137.2	52.4	181.5	55
East Bay	104.7	41.5	110	42	136	41.2
North Ski	19.8	7.9	14.7	5.6	12.4	3.8

Incident Report Summary

	MARCH	APRIL	MAY
Reports	1	1	0

Incident Report Details

Location	Incident Description

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 May. Refer to attached reports for additional information.

OPERATIONS DEPARTMENT

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

Completed Projects

- **Paving Project (Phase 3)** – Phase 3 will be wrapping up next week, which brings our Year Two Paving Project to an end.

Developing Projects

- **Golf Course Hole #2 Tee Box** – Survey was done – exploring different design concepts.
- **Indian Beach Swim-up Dock** – Dock fabrications have been completed, currently waiting to schedule installation.
- **Mailbox Slabs and Lighting** – Project is continuing; new locations to be scheduled soon.
- **Storm Drain Repairs - Fairweather & San Joaquin** – Once water levels drop, repairs will be completed on San Joaquin. Final designs have been received for Fairweather Drive and are currently being reviewed.
- **Tennis Court Shade Structure** – Project to be completed this month.

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 that included the Fine Arts Guild Concert and our Annual Fiesta Hopper for Memorial Day.
- Operations worked closely with staff at the POA, Country Club & Lodge providing event assistance for many private member parties, weddings, and meetings.

General Maintenance Items

- **Resident Matters** – Responded to residential requests, questions, and/or concerns as they occur.
- **Vandalism** – Vandalism reports included are for the previous month (April); 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 is consistent in maintaining monthly weed abatement in easements, parks, and other common areas.
- **Tree Maintenance** – Schedule has been established with sourced vendor and is set by priority upon feedback from the arborist. Operations assists on an as needed basis.

Landscape Maintenance

Operations communicates with Landcare 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

- **Fire Alarm Systems** – Annual Inspections completed by Johnson Controls for the Fire Alarm Systems at the Lodge Lighthouse Restaurant and Country Club Restaurant.
- **Fire Sprinkler Inspections** – Annual Inspections have been completed this month for our Country Club Restaurant, Lodge Lighthouse Restaurant, and the Corporate Office.
- **Fire Hydrant Inspections** – Annual Inspections have been completed on our private hydrants throughout the community.

Safety / Training

- **Heat Illness Prevention in the Workplace** – This month's safety meeting was conducted by Chuck Hippenstiel from the Safety Compliance Company on Heat Illness Prevention in the workplace; explaining to staff how we can prevent heat related illness and injuries within the workplace.

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 March.

Green Committee: The Green Committee met on May 9th, 2024, in the Magnolia Room at the Country Club. The following agenda items were addressed by the Green Committee:

- Course Notes

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 June 13th, 2024, at 1:00pm.

Facilities Planning Committee (FPC): The Facilities Planning Committee met on May 9th, in the Magnolia Room at the Country Club. The following agenda items will be followed up on by the Facilities Planning Committee:

- Rental Docks at Eastport
- Causeway Tunnel Water Level Gauge

The FPC Committee meets on the 2nd Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on June 13th, 2024, at 3:30 pm.

Recreation Committee: The Recreation Committee met on April 10th, 2024, in the Conference Room at the POA. The following agenda items were addressed by the Recreation Committee:

- Ideas for Amenities at Existing Facilities & Playgrounds
- Interviewing Process for Vacancies on the Committee
- Decision to Meet Every Other Month

The Committee meets on the 2nd Tuesday of every other month in the Conference Room at the POA. The next scheduled meeting has been rescheduled to June 11th, 2024, at 4:00pm.

Tuesday Work Group (TWG): The TWG Committee met on May 28th, 2024, in the Magnolia Room at the Country Club. The following agenda items were addressed by the TWG Group:

- Mardi Gras Banquet
- Participation in the Annual Fiesta Hopper Parade
- Installation of Two Storage Cabinets at Head Quarters
- Review Continuation of Board Member Positions

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 June 25th, 2024, at 1:00pm.

DIRECTOR'S MESSAGE

Events are sprouting throughout the community as summer begins. This year's Annual Fiesta Hopper was a success yet again! Operation's staff did a fantastic job in relation to dedicating many hours into preparing for and of course, setting up, monitoring, and cleaning up of this major event. We are excited to announce that we are wrapping up our second year of the Paving Project and look forward to discussing year three. The Tennis Court picnic area refurbishment is coming along and expected to wrap up this month as well. We continue to succeed in the current community projects and as always, we look forward to what is ahead.



Presented By: *Steve Schneider, Director of Operations*