

Board of Directors
Regular Session Board Meeting Agenda
Tuesday, June 3, 2025 - 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 6, 2025
3. **Public Official Comments**
4. **Presentations**
 - Community Patrol Update
 - Member of the Month
 - Employee of the Quarter
5. **Announcements**
 - Lake Condition Discussion – John Rudolph Senior Aquatic Ecologist/GEI Consultants
 - 2025-2026 Board Goals
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** (Andrea Moreno)
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 28-Day Reading: Use of Personal Electric Vehicles (Greg Doherty)

Proposed Resolution: It is recommended that the Board of Directors consider a 28-day reading to add rule GR.5.2i, as attached.

8.2 28-Day Reading: Change to Revise Fine Schedule for Rules GR.2.7, GR.5.2 and GR.5.2b (Ken Toler)

Proposed Resolution: It is recommended that the Board of Directors approve the 28-day reading to revise the fine schedule for rules GR.2.7, GR.5.2 and GR.5.2b, as attached.

8.3 APPROVAL: Courts & Fields Rules (Tiffany Cribbs)

Proposed Resolution: It is recommended that the Board of Directors approve the rule changes as they are presented on June 3, 2025, to combine the above-listed sections into one new section titled Courts & Fields (CF), as attached.

8.4 APPROVAL: Tennis Court Resurfacing (Steve Schneider)

Proposed Resolution: It is recommended that the Board of Directors approve the funding of \$98,802.00 plus a 5% contingency from the Reserve Fund 02-670.

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 1, 2025, at 1:00 p.m. – Executive Session
- Tuesday July 1, 2025, 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 6, 2025. President Bill Van Vleet called the meeting to order at 6:11 p.m. Directors present were, Alex Cook, Jeff Bill, 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; Director of Finance Susan Dawood; Director of Community Services Tiffany Cribbs; Director of Operations Steve Schneider; Community Patrol Manager Ken Toler; ACC Chairperson David Humphrey and Clerk of the Board Andrea Moreno.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by member Travis Montgomery
Verification of Quorum by Clerk of the Board Andrea Moreno

2. **Approval of Minutes**

- April 1, 2025

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

3. **Public Official Comments**

The Board heard comments from public officials.

4. **Presentations**

- Allied Universal Security Services Austin Davis provided a Community Patrol Update.
- Director Kamashian recognized the Member of the Month – Jack Wamsley.
- President Van Vleet recognized outgoing Board members – Alex Cook, Joe Kamashian and Jeff Bill.

5. **Announcements**

None.

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

The Board heard member comments.

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

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

8. Board Action Items

8.1 28-Day Reading: Reserve Fund Transfer

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors comply with Civil Code 5515 and prudent fiscal management, the transfer total of \$2,400,000 in two separate transfers to be made to rebalance the Reserve Funds for the 2025-2026 fiscal year. Director Cook seconded. A roll call vote was held. Five votes in favor. MOTION CARRIED

8.2 APPROVAL: 28-Day Reading: Courts & Fields Rules

MOTION/RESOLUTION: Director Cook moved to approve the 28-day reading to combine the above listed sections into one new section titled Recreation Area (RA), as attached. Director Doherty seconded. Five votes in favor. MOTION CARRIED

8.3 APPROVAL: Rule Revision GR.2.0 Guest Usage Common Areas/Amenities

MOTION/RESOLUTION: Director Bill moved that the Board of Directors approve the rule revision for GR.2.0, as attached. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

9. Association Reports

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

10. Board Comments

Directors provided comments.

11. Architectural Appeals

None.

12. Next Meeting Date

- Wednesday May 14, 2025 at 9:00 a.m. – Annual Meeting of the Members and Election of Directors
- Monday May 19, thru Friday May 23, 2025, at 9:00am – Executive Session
- Tuesday June 3, 2025, at 1:00 pm – Executive Session
- Tuesday June 3, 2025, at 6:00pm – Regular Session

13. Adjournment

MOTION/RESOLUTION: Director Doherty moved to adjourn the meeting. Director Kamashian seconded. Meeting adjourned at 7:32 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, Director of Finance

CANYON LAKE

PROPERTY OWNERS ASSOCIATION

Date: June 3, 2025

From: Andrea Moreno

APPROVAL: 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 3, 2025. The meeting was called to order at approximately 12:00 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).

3rd Party Contract/Agreement - The Board of Directors and management held discussion on eight (8) 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.

Andrea Moreno
Clerk of the Board

Date: June 3rd, 2025

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. 353-152-004 | 21.354-142-003 |
| 2. 353-142-006 | 22.354-142-003 |
| 3. 354-112-009 | 23.353-082-013 |
| 4. 355-102-014 | 24.355-232-013 |
| 5. 354-162-005 | 25.355-102-027 |
| 6. 355-233-007 | 26.353-231-001 |
| 7. 355-233-004 | 27.355-381-004 |
| 8. 355-251-021 | 28.353-131-011 |
| 9. 353-074-016 | 29.353-182-011 |
| 10.353-151-003 | 30.355-037-003 |
| 11.354-171-005 | 31.355-061-004 |
| 12.355-072-048 | 32.353-242-014 |
| 13.351-154-006 | 33.354-142-020-3 |
| 14.353-013-001 | 34.353-231-052 |
| 15.353-053-004 | 35.353-082-034 |
| 16.355-281-001 | 36.355-212-021 |
| 17.355-152-008 | 37.355-392-033 |
| 18.353-041-032 | 38.354-173-004 |
| 19.355-181-012 | 39.355-211-006 |
| 20.355-023-043 | |

DATE: June 3, 2025

TO: Board of Directors

FROM: Greg Doherty

RE: 28 Day Reading – Use of Personal Electric Vehicles

Background

On May 22, 2025, the Board of Directors adopted an Emergency Resolution prohibiting the use of personal electric vehicles (PEVs)—including e-bikes, electric scooters, skateboards, and similar devices—at the Lodge peninsula (including Canyon Club Drive west of Lighthouse Drive) and the Holiday Harbor area (including the park, parking lot, and launch ramp). This emergency action was taken in response to ongoing safety concerns and incidents of reckless operation in those areas, particularly during holidays and major events.

The Board would like to consider making this restriction permanent. A proposed 28-day reading is being initiated to add this rule to the General Rules as GR.5.2i.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors consider the 28-day reading to add rule GR.5.2i, as attached.

Greg Doherty

Director

GR.5.2i – Prohibited Use of Personal Electric Vehicles in Designated Areas

The use of personal electric vehicles—including but not limited to electric bicycles, electric scooters, electric skateboards, and wheeled boards—is prohibited in the following locations:

- Lodge peninsula, including the Lodge parking lot and Canyon Club Drive west of Lighthouse Drive
- Holiday Harbor Park, parking lot, and launch ramp

Members on these devices may still access these areas with a PEV but must dismount and walk their device once reaching the restricted zone.



DATE: June 3, 2025

TO: Board of Directors

FROM: Community Patrol Manager, Ken Toler

RE: 28 Day Reading – Change to Revise Fine Schedule for Rules GR.2.7, GR.5.2, GR.5.2b

Background

The CLPOA rules are intended to regulate behaviors and activities within the community. There are specific fines associated with rules to foster adherence. Listed in this action item are rule violations where the fines do not seem to dissuade adherence and pose an immediate or ongoing community safety issue. No change to the rules only the fine schedule.

Fiscal Impact

\$0

Recommendation

It is recommended that the Board of Directors approve the 28-day reading to revise the fine schedule for rules GR.2.7, GR.5.2, GR.5.2b, as attached.

Ken Toler

Community Patrol Manager

Current Rules with Fines notated:

GR.2.7 Fireworks Restrictions No person shall sell, offer for sale, use, discharge, possess, store or transport any type of fireworks within the CLPOA community unless the person or organization has obtained a special permit from the General Manager. Violations subject the prime member to applicable fines.

Fine 1st Offense - \$100.00 2nd Offense - \$250.00 3rd Offense - \$500.00 18 Mos. Rolling

GR.5.2 Prohibited Vehicles Use, operation, riding upon or in, or transportation on or by, any motorcycle, two (2) or three (3) wheeled motorized vehicle, off-road vehicle, four (4) wheeled motorcycle or similar vehicle on any lot, street, common area or CLPOA property within the Sub-division is prohibited. Golf carts may be used and operated within the Sub-division subject to the Board of Directors reasonable regulation thereof. Operation or use of any motorcycle, two (2) or three (3) wheeled motorized vehicle, off-road vehicle, four (4) wheeled motorcycle or similar vehicle on any lot street, common area or Association property within the Subdivision is prohibited (See amendment to the CLPOA tract declarations recorded February 15, 1996, pursuant to Superior Court order of December 19, 1995).

Members, their guests or invitees may park motorcycles at their own risk at designated portions of CLPOA property at or near entrances to Canyon Lake.

Fine 1st Offense - \$100.00 2nd Offense - \$300.00 3rd Offense - \$500.00 36 Month Rolling

GR.5.2b Electric Bicycle Registration - All electric bicycles must be registered with the CLPOA. Requirements that must be met for electric bicycles are as follows: Member must be authorized and in good standing. Completion of the CLPOA E-Bike Safety Exam will be verified at the time of registration. CLPOA issued tags must be displayed and clearly visible from the rear of the bicycle.

Current Fine \$100

Proposed Revised Fines:

GR.2.7 Fireworks Restrictions No person shall sell, offer for sale, use, discharge, possess, store or transport any type of fireworks within the CLPOA community unless the person or organization has obtained a special permit from the General Manager. Violations subject the prime member to applicable fines.

~~Fine 1st Offense - \$100.00 2nd Offense - \$250.00 3rd Offense - \$500.00 18 Mos. Rolling~~

Proposed Fine \$1,000.00 each occurrence

GR.5.2 Prohibited Vehicles Use, operation, riding upon or in, or transportation on or by, any motorcycle, two (2) or three (3) wheeled motorized vehicle, off-road vehicle, four (4) wheeled motorcycle or similar vehicle on any lot, street, common area or CLPOA property within the Sub-division is prohibited. Golf carts may be used and operated within the Sub-division subject to the Board of Directors reasonable regulation thereof. Operation or use of any motorcycle, two (2) or three (3) wheeled motorized vehicle, off-road vehicle, four (4) wheeled motorcycle or similar vehicle on any lot street, common area or Association property within the Subdivision is prohibited (See amendment to the CLPOA tract declarations recorded February 15, 1996, pursuant to Superior Court order of December 19, 1995).

Members, their guests or invitees may park motorcycles at their own risk at designated portions of CLPOA property at or near entrances to Canyon Lake.

~~Fine 1st Offense - \$100.00 2nd Offense - \$300.00 3rd Offense - \$500.00 36 Month Rolling~~

Proposed Fine \$1,000.00 each occurrence

GR.5.2b Electric Bicycle Registration - All electric bicycles must be registered with the CLPOA. Requirements that must be met for electric bicycles are as follows: Member must be authorized and in good standing. Completion of the CLPOA E-Bike Safety Exam will be verified at the time of registration. CLPOA issued tags must be displayed and clearly visible from the rear of the bicycle.

~~Fine \$100~~

Proposed Fine \$250.00

DATE: June 3, 2025

TO: Board of Directors

FROM: Director of Community Services, Tiffany Cribbs

RE: Rule Approval – Courts & Fields Rules

Background

The Rules & Regulations Review Committee was tasked with reviewing and improving the current Rules & Regulations to create a more cohesive and user-friendly document. They aim to streamline the rules, eliminate redundancies, and enhance clarity and enforcement. As part of this effort, the committee recommends merging the following sections into a single section titled "Courts & Fields":

- Basketball Courts (BC)
- Gault Field (GF)
- Pickleball Courts (PK)
- Tennis Courts (TC)

As part of this consolidation, the committee recommends making the below changes. This consolidation will streamline the current Rules & Regulations document by reducing its length by eight pages.

- Combining the following rules into one rule within the proposed Section I of the Courts & Fields rules titled **CF.2.1 No Profanity:**
 - o BC.2.4: No Profanity
 - o PT.1.7: Profanity, Abusive
 - o Language, Violence Prohibited
 - o TC.2.5: No Profanity
- Combining the following rules into one rule within the proposed Section I of the Courts & Fields rules titled **CF.2.4 Restricted Use of Wheeled Devices:**
 - o BC.2.5: No Bicycle
 - o BC.2.6: No Skateboards
 - o BC.2.7: No Scooters
 - o BC.2.8: No Rollerblades
 - o GF.2.7: No Driving or Riding on Fields
 - o PK.2.5: No Bicycle
 - o PK.2.6: No Skateboards
 - o PK.2.7: No Scooters
 - o PK.2.8: No Rollerblades
 - o TC.2.6: No Bicycles
 - o TC.2.7: No Skateboards
 - o TC.2.8: No Scooters
 - o TC.2.9: No Rollerblades
- Combining the following rules into one rule within the proposed Section I of the Courts & Fields rules titled **CF.2.5 No Animals:**
 - o BC.2.9: No Pets
 - o PK.2.9: No Pets
 - o TC.2.10: No Pets
- Removing the following rules that are already included in the General Rules section **GR.2.12 No Loitering:**
 - o BC.2.3: No Loitering
 - o TC.2.3: No Loitering

-
- Combining the following rules into one rule titled **CF.4.1 Hours of Use:**
 - o GF.2.1: Hours of Use
 - o GF.2.2: Closure

 - Moving the following rules to Section II – General Rules For Use in the Courts & Fields rules:
 - o GF.2.7: No Driving or Riding on Fields
 - o GF.2.10: No Trash/Littering
 - o GF.2.11: No Climbing

 - Removing the following rules that do not constitute a rule. Instead, these statements will be included in the introduction areas of the sections:
 - o BC.3.3: CLPOA is NOT Responsible for Medical Expenses, Injuries, or Accidents
 - o PT.1.11: Use At Risk

 - Removing GF.2.4 titled “Responsibility for Damages” and GF.2.5 titled “Responsibility for Reimbursement to CLPOA for Damages” as these rules are covered by GR.2.10 “No Damage to CLPOA Property”.

 - Removing the following sections/rules that will be better categorized as policies within the Facility Use Policy:
 - o BC.3.4: Long Term Scheduling
 - o BC.3.5: Organized Youth/Adult Leagues Using Basketball Courts Exclusively
 - o Section: Gault Field Use
 - Rules GF.3.1 through GF.3.8

 - Creating a rule for guest use of the tennis and basketball courts to be consistent with the guest use rule already in place for pickleball.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the rule changes as they are presented on June 3, 2025, to combine the above-listed sections into one new section titled Courts & Fields (CF).



Director of Community Services

Rule Revision Markups: Current rules with changes highlighted. Additions are highlighted in green font, and deletions are highlighted in red font with a strikethrough.

SECTION III - BASKETBALL COURTS (BC)

~~NOTICE TO ALL MEMBERS: Failure to comply with any of these rules as set forth herein may result in applicable fine(s). For additional information, refer to the Schedule of Fines.~~

~~SECTION I - INTRODUCTION~~

This facility is located inside East Port Park and has two (2) full-size courts. The basketball courts area includes:

- Lighted Courts / Parking
- Restrooms
- Grassy Areas
- Shaded Areas

~~For additional information about the Basketball Courts, go to the CLPOA website.~~

NOTE: Use of the Basketball Courts is at your own risk. Responsibility for medical expenses due to injury rests with the individual involved. In the event of a serious injury, please notify emergency services immediately.

~~SECTION II - BASKETBALL COURTS RULES~~

~~Basketball Courts rules have been established for the safety and consideration of Members, Member's family, guests and / or invitees. These rules are to be adhered to by all.~~

BC.2.1 CF.3.1 Hours of Use

The Basketball Courts hours are open daily from 6 a.m. to 10 p.m. each day

BC.2.2 CF.3.2 Non-Marking Shoes Required

Non-marking athletic shoes must always be worn on the Basketball Courts at all times.

BC.2.3 No Loitering

~~Loitering is prohibited on the Basketball Courts. Only Basketball players and / or maintenance personnel are allowed on the Basketball Courts or parking lot adjacent~~

BC.2.4 No Profanity

~~o foul language allowed within twenty five (25) feet of the Basketball Courts / perimeter fencing.~~

BC.2.5 No Bicycles

~~Bicycles are not permitted on the Basketball Courts.~~

BC.2.6 No Skateboards

~~No skateboard riding allowed on the Basketball Courts.~~

BC.2.7 No Scooters

No scooters are permitted on the Basketball Courts.

BC.2.8 No Rollerblades

No rollerblades allowed on the Basketball Courts.

BC.2.9 No Pets

No pets are permitted on the Basketball Courts at any time.

~~SECTION III – BASKETBALL COURTS POLICY FOR USAGE~~

~~Policy has been established for use of the Basketball Courts facility as a courtesy and mutual benefit to all players.~~

BC.3.1 CF.3.3 Practice by A Single Player

A single-player practice ~~ing~~ is limited to thirty (30) minutes when other players are waiting.

BC.3.2 CF.3.4 Play

Team play is limited to sixty (60) minutes when other players are waiting. Half-court play is advised during high usage times. Exception: League Play and / or Tournaments.

~~BC.3.3 CLPOA IS NOT Responsible for Medical Expenses, Injuries or Accidents~~

~~Responsibility for medical expense as a result of injury rests with the individual involved. Emergency Personnel and Community Patrol are to be notified when a serious injury occurs.~~

~~BC.3.4 Long Term Scheduling~~

~~Long term scheduling for use by leagues must be submitted in writing to the Activities department.~~

~~BC.3.5 Organized Youth / Adult Leagues using Basketball Courts Exclusively~~

~~Organized youth / adult leagues using the basketball courts exclusively for all their games must have a minimum 60% of Canyon Lake resident players. All players who are Members must be Members in good standing with the CLPOA. League play is restricted to teams that have provided a roster or list of all participants reflecting name and address (tract and lot for residents) in advance of the game.~~

Section IV - GAULT FIELD (GF)

~~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

This facility is located on 5.28 acres and has four (4) fields. The area includes:

- Adult, Little League, T-ball Fields
- Drinking Fountain
- Grass / Shaded Seating
- Lighted Fields / Parking
- Restrooms

~~NOTE: Based on availability, Gault Field may be reserved for parties and /or other events.~~

~~For additional information about Gault Field, go to the CLPOA website or for more information on reserving Gault Field, please contact the Activities Department.~~

RESERVATIONS: Gault Field is open to the community and requires reservations through the Recreation Department. Priority is given to long-term reservations for Sanctioned Clubs and Activity Group practices and games. If unreserved, members may use the field short-term without a reservation. Field use fees apply per game for league and non-league games, as listed in the annual fine schedule. See the Facility Use Policy for details on field use and reservations.

NOTE: Use of Gault Field is at your own risk. Individuals are responsible for their own medical expenses in case of injury. In the event of a serious injury, please notify emergency services immediately.

SECTION II – GAULT FIELD RULES

~~CLPOA has established the following rules for those using Gault Field. Any person(s) who violate said rules at any league event may be subject to fine(s). Further, non-compliance with said rules may result in expulsion, denial of future entry, forfeiting the opportunity to use the facility and /or suspension of privileges for the responsible Member or League, as applicable.~~

GF.2.1 CF.4.1 Hours of Use

Gault Field is ~~to be~~ unlocked ~~during the hours~~ daily from 7 a.m. until the end of league play (9:30 p.m.). ~~Lights are to be shut-off when not in use.~~ The Canyon Lake POA manages the light schedule. All activities using the lights must conclude by 9:30 p.m. The entire facility will close at 10 p.m.

GF.2.2 Closure

~~Park facilities will be closed at 10 p.m. and all lights must be shut-off by this time.~~

GF.2.3 Responsibility for Supervision CF.4.2 Club or Activity Group Supervision

A designated League representative acceptable to the CLPOA must supervise all league activities, including

practices.

GF.2.4 CF.4.4 Responsibility for Damages

Any damage must be reported to the CLPOA. Responsibility for damage shall be as follows:

~~GF.2.4a~~ **CF.4.4a** - Any damage caused by a team and / or individual belongs to those involved.

~~GF.2.4b~~ **CF.4.4b** - If a guest caused the damage and / or violation, then the Member who arranged for the guest's entry shall be responsible.

~~GF.2.4c~~ **CF.4.4c** - If the damage and / or violation was caused by an individual associated with a League who is not a Member or a guest of a Member, then the League shall be responsible.

GF.2.5 Responsibility for Reimbursement to CLPOA for Damages

~~The CLPOA must be reimbursed for the cost to repair any damage to CLPOA facilities caused during league activities.~~

GF.2.6 CF.2.7 Designated Parking

All Parking ~~will be~~ **is permitted** only in designated areas ~~only~~. ~~Everyone~~ **Individuals** must be considerate of the residents and not block driveways or use them for turn-arounds.

GF.2.7 No Driving or Riding on Fields

~~No driving or riding of bicycles, skateboards, inline skates or unauthorized motorized equipment on any part of the field.~~

GF.2.8 CF.4.5 No Alcoholic Beverages Guidelines

Alcoholic beverages are specifically prohibited within the confines of the entire Gault Field Complex during children's events and sanctioned club events, including the playing fields, dugouts, parking lots, spectator stands, and restrooms. **Further, alcoholic beverages are always prohibited on the playing fields.**

GF.2.10 No Trash / Littering

~~Those using the field will be responsible for policing the area to make — sure trash is cleaned up before, during and / or after usage. All trash, papers, soda cans and plastic bottles are to be placed in the trash receptacles or bins.~~

GF.2.11 No Climbing

~~No climbing on fences, roofs, or banks.~~

GF.2.12 CF.4.3 No Hardball (or Baseball) Guidelines

Hardball (or Baseball) is ~~prohibited~~ permitted at Gault Field **only under specific conditions**. ~~Exception:- organized and supervised play for persons age thirteen (13) and under on Field No. 1 and for persons age fifteen (15) and under on Field No. 3.~~

Players aged 13 and under are allowed to play on Field 1, provided their games are organized and supervised. For players aged 15 and under, organized and supervised play is allowed on Field 3.

GF.2.13 CF.4.6 No Other Recreational Sports Prohibited (Leagues)

No other recreational sports are permitted on any part of the fields (i.e. ~~league~~ sports such as soccer, football, etc.).

SECTION III – GAULT FIELD POLICY FOR USE

In general, use of Gault Field is for the entire community; however, it is available by reservation only. Scheduling of league season games will take precedence over individual reservations (games and practices). It is required that payment of any applicable fees must be made.

GF.3.1 Reservations

Reservations must be made with the Activities Department for use of Gault Field. Exception: If the field is not reserved, CLPOA members may use the field on a short time basis without a reservation. NOTE: Refer to Paragraph GF.2.1 – Gault Field is to be unlocked during the hours from 7 a.m. until the end of league play (9:30 p.m.).

GF.3.1a Availability – Any reservations made with the Activities department will be accepted on a first-come, first-served basis only.

GF.3.1b Short Term Purposes – Parties wishing to reserve the field for short-term purposes (one day or less) may use the field as long as there are no league events scheduled at that time.

GF.3.2 Fees

Please check with the Activities department for the current fees or fee schedule.

GF.3.2a League Fees – League fees are to be collected as follows: 50% is due seven (7) days prior to the date of the scheduled season or event. Balance is due within thirty (30) days after the start of the season; league fees are non-refundable.

GF.3.2b Field Use Fees – There will be a field use fee per game for league and non-league games as well.

GF.3.2c Non-League Related Light Fee / Per Hour – There will be an hourly fee for the use of the lights for non-league games after dark.

GF.3.3 Long Term Scheduling

Long term scheduling for use by leagues must be submitted in writing to the Activities department.

GF.3.4 Organized Youth / Adult Leagues using Gault Field Complex Exclusively

Organized youth / adult leagues using the Gault Field complex exclusively for all their games must have a minimum 60% of Canyon Lake resident players. All players who are Members must be Members in good standing with the CLPOA. League play is restricted to teams that have provided a roster or list of all participants reflecting name and address (tract and lot for residents) in advance of the game.

GF.3.5 Organized Youth / Adult Leagues using Gault Field Complex Non-Exclusively

Organized youth / adult leagues using the Gault Field complex non-exclusively which have under 50% Canyon Lake residents are allowed only that percentage of their games played at Gault Field. All players who are Members must be Members in good standing with the CLPOA.

GF.3.6 CLPOA IS NOT Responsible for Medical Expenses, Injuries or Accidents

Responsibility for medical expense as a result of injury rests with the individual involved. Emergency Personnel and Community Patrol are to be notified when a serious injury occurs.

GF.3.7 Consideration for Residents and Surrounding Areas

Members, Member's family, guests, invitees, players, spectators and / or others shall be considerate of the residential nature of the surrounding area. The public address system and equipment must be approved by the Activities Department. Use is limited to special events only, and use is limited between the hours of 9 a.m.

and 6 p.m. only.

~~GF.3.8 Right to Inspection by CLPOA~~

~~The CLPOA may exercise the right to inspect (with reasonable notice) the accounting books, records, minutes of meetings and other business records of leagues for a purpose reasonably related to the CLPOA's and its members' interests.~~

SECTION V - PICKLEBALL COURTS (PK)

~~NOTICE TO ALL MEMBERS: Failure to comply with any of these rules as set forth herein may result in applicable fine(s). For additional information, refer to the Schedule of Fines.~~

~~SECTION I - INTRODUCTION~~

This facility is located at Eastport and currently has ~~four (4)~~ six (6) pickleball courts. The pickleball courts areas include:

- Lighted Courts / Parking
- Enclosed Patios / Viewing Area
- Covered Shaded Areas

For additional information about the Pickleball Courts, go to the CLPOA website.

~~SECTION II - PICKLEBALL COURTS RULES~~

~~Pickleball Courts rules have been established for the safety and consideration of Members, Member's family, guests and / or invitees. These rules are to be adhered to by all.~~

NOTE: Use of the Pickleball Courts is at your own risk. Individuals are responsible for their own medical expenses in case of injury. In the event of a serious injury, please notify emergency services immediately.

~~PK.2.1 CF.5.1 Hours of Use~~

The Pickleball Courts hours are open daily from 6 a.m. - to 10 p.m. ~~each day~~

~~PK.2.2 CF.5.2 Non-Marking Shoes Required~~

Non-marking athletic shoes must ~~always~~ be worn on the Pickleball Courts ~~at all times~~.

~~PK.2.3 No Loitering~~

~~Loitering is prohibited on the Pickleball Courts. Only pickleball players and / or maintenance personnel are allowed on the Pickleball Courts or parking lot adjacent.~~

~~PK.2.4 No Profanity~~

~~No foul language allowed within twenty-five (25) feet of the Pickleball Courts / perimeter fencing.~~

~~PK.2.5 No Bicycles~~

~~Bicycles are not permitted on the Pickleball Courts.~~

~~PK.2.6 No Skateboards~~

~~No skateboard riding allowed on or within the Pickleball Courts / perimeter fencing.~~

~~PK.2.7 No Scooters~~

~~No scooters are permitted on or within the Pickleball Courts / perimeter fencing.~~

~~PK.2.8 No Rollerblades~~

~~No rollerblades allowed on or within the Pickleball Courts / perimeter fencing.~~

~~PK.2.9 No Pets~~

~~No pets are permitted on or within the Pickleball Courts / perimeter fencing at any time.~~

~~PK.2.10~~ CF.5.3 Player Rotation

No player or team shall play more than (2) games in a row when other players are waiting.

~~PK.2.11~~ CF.5.4 Guests ~~Must Be Accompanied By A Member Use~~

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

SECTION VI - TENNIS COURTS ~~(TC)~~

~~NOTICE TO ALL MEMBERS: Failure to comply with any of these rules as set forth herein may result in applicable fine(s). For additional information, refer to the Schedule of Fines.~~

~~SECTION I - INTRODUCTION~~

This facility is located on 1.15 acres and has six (6) tennis courts. The tennis courts areas include:

- Lighted Courts / Parking
- Restrooms
- Shaded Areas

~~For additional information about the Tennis Courts, go to the CLPOA website.~~

NOTE: Use of the Tennis Courts is at your own risk. Responsibility for medical expenses due to injury rests with the individual involved. Emergency personnel and Community Patrol should be notified when a serious injury occurs.

SECTION II - TENNIS COURTS RULES

Tennis Courts rules have been established for the safety and consideration of Members, Members' families, guests, and/or invitees. These rules are to be adhered to by all.

~~TC.2.1~~ **CF.6.1 Hours of Use**

The Tennis Courts ~~hours~~ are open daily from 6 a.m. to 10 p.m.

~~TC.2.2~~ **CF.6.2 Non-Marking Tennis Shoes Required**

Non-marking tennis shoes must be worn on the courts at all times.

~~TC.2.3~~ **No Loitering**

~~Loitering is prohibited on the tennis courts. Only tennis players and / or maintenance personnel are allowed on the courts.~~

~~TC.2.5~~ **No Profanity**

~~No foul language allowed.~~

~~TC.2.6~~ **No Bicycles**

~~Bicycles are not permitted on the tennis courts.~~

~~TC.2.7~~ **No Skateboards**

~~No skateboard riding allowed.~~

~~TC.2.8~~ **No Scooters**

~~No scooters are permitted on the tennis courts.~~

~~TC.2.9~~ **No Rollerblades**

~~No rollerblades allowed on the tennis courts.~~

~~TC.2.10 No Pets~~

~~No pets are permitted on the tennis courts at any time.~~

~~SECTION III – TENNIS COURTS POLICY FOR USAGE~~

~~Policy has been established for use of the tennis courts facility as a courtesy and mutual benefit to all players.~~

~~TC.3.1~~ **CF.6.3 Sign-In Required**

Prior to entering courts, members are required to register their name and start time for specific court number on sign-in board. Failure to sign-in will result in forfeiture of the court if players are waiting.

~~TC.3.2~~ **CF.6.4 Attire**

Members and / or guests are encouraged to wear appropriate tennis or athletic apparel while on the courts.

~~TC.3.3~~ **CF.6.5 Practice by A Single Player**

A single player practicing is limited to thirty (30) minutes when players are waiting.

~~TC.3.4~~ **CF.6.6 Play**

Single play is limited to sixty (60) minutes when other players are waiting and for doubles, play is limited to ninety (90) minutes when other players are waiting. Exception: USTA League Play and Tournaments.

Revised Rules

COURTS & FIELDS (CF)

NOTICE TO ALL MEMBERS: Failure to comply with any of these rules as set forth herein may result in applicable fine(s). For additional information, refer to the Schedule of Fines.

SECTION I – INTRODUCTION

These recreational areas enhance the quality of life for Canyon Lake POA members by offering opportunities for physical activity, leisure, and community engagement. The recreational amenities included in this section include:

- Basketball Courts
- Gault Field
- Pickleball Courts
- Tennis Courts

Please be advised that use of these amenities is always at your own risk. Responsibility for medical expenses as a result of injury rests with the individual involved. Emergency personnel and Community Patrol should be notified when a serious injury occurs.

SECTION II – GENERAL RULES FOR USE

CF.2.1 No Profanity

Use of profanity, abusive language, violence, and/or weapons is strictly prohibited.

CF.2.2 Alcoholic Beverage Restrictions in Recreation Facilities

Alcoholic beverages are prohibited in the tennis, pickleball, and basketball courts and inside the playing fields at Gault Field. Further, use of any of these areas is not permitted while being under the influence of alcohol, illegal drugs, or controlled substances.

CF.2.3 No Glass Containers or Objects

No glass containers or objects are allowed in the tennis, pickleball, and basketball courts and inside the playing fields at Gault Field.

CF.2.4 Restricted Use of Wheeled Devices

Bicycles, skateboards, scooters, rollerblades, golf carts, motor vehicles, and any other unauthorized wheeled equipment, whether motorized or non-motorized, are prohibited on all tennis, pickleball, and basketball courts, inside the playing fields at Gault Field, and on landscaped areas and playgrounds or playground equipment. This rule does not apply to wheelchairs or scooters used for mobility assistance.

CF.2.5 No Animals

Animals, including dogs, are prohibited on tennis, pickleball, basketball courts, and baseball fields, except for service animals.

CF.2.6 No Climbing

No climbing on fences, roofs, or banks.

CF.2.7 No Trash/Littering

Those using the courts, fields, or facilities will be responsible for policing the area to make sure trash is cleaned up before, during, and/or after usage. All trash, papers, soda cans and plastic bottles are to be placed in the trash receptacles or bins.

CF.2.8 Designated Parking

Parking is permitted only in designated areas. Individuals must be considerate of the residents by not blocking driveways or using them for turnarounds.

SECTION III – BASKETBALL COURTS

This facility is located inside Eastport Park and has two (2) full-size courts. The basketball courts area includes:

- Lighted Courts / Parking
- Restrooms
- Grassy Areas
- Shaded Areas

NOTE: Use of the Basketball Courts is at your own risk. Responsibility for medical expenses due to injury rests with the individual involved. In the event of a serious injury, please notify emergency services immediately.

CF.3.1 Hours of Use

The Basketball Courts are open daily from 6 a.m. to 10 p.m.

CF.3.2 Non-Marking Shoes Required

Non-marking athletic shoes must always be worn on the Basketball Courts.

CF.3.3 Practice by a Single Player

A single-player practice is limited to thirty (30) minutes when other players are waiting.

CF.3.4 Play

Team play is limited to sixty (60) minutes when other players are waiting. Half-court play is advised during high usage times. Exception: League practices, play, or tournaments.

CF.3.5 Guest Use

All guests must be accompanied by a member carrying a CLPOA card at all times. Guests are defined as any individual(s) who do not have a CLPOA card. No more than (5) guests per tract and lot are allowed to use the courts at any one time. Exception: League practices, play, or tournaments.

SECTION IV – GAULT FIELD

This facility is located on 5.28 acres and has four (4) fields. The area includes:

Adult, Little League, T-ball Fields

- Drinking Fountain
- Grass / Shaded Seating
- Lighted Fields / Parking
- Restrooms
- Batting Cages

RESERVATIONS: Gault Field is open to the community and requires reservations through the Recreation Department. Priority is given to long-term reservations for Sanctioned Clubs and Activity Group practices and games. If unreserved, members may use the field short-term without a reservation. See the Facility Use Policy for details on field use and reservations.

NOTE: Use of Gault Field is at your own risk. Individuals are responsible for their own medical expenses in case of injury. In the event of a serious injury, please notify emergency services immediately.

CF.4.1 Hours of Use

Gault Field is unlocked daily from 7 a.m. until the end of club or group play. The Canyon Lake POA manages the light schedule. All activities using the lights must conclude by 9:30 p.m. The entire facility will close at 10 p.m.

CF.4.2 Club or Activity Group Supervision

All sanctioned club activities, including games and practices, must be overseen by a designated club representative who is approved by the Canyon Lake POA.

CF.4.3 Hardball (or Baseball) Guidelines

Hardball (or Baseball) is permitted at Gault Field only under specific conditions. Players aged 13 and under are allowed to play on Field 1, provided their games are organized and supervised. For players aged 15 and under, organized and supervised play is allowed on Field 3.

CF.4.4 Responsibility for Damages

Any damage must be reported to the CLPOA. Responsibility for damage shall be as follows:

CF.4.4a - Any damage caused by a team and/or individual belongs to those involved.

CF.4.4b - If a guest caused the damage and/or violation, then the Member who arranged for the guest's entry shall be responsible.

CF.4.4c - If the damage and/or violation was caused by an individual associated with a club, activity group, or league who is not a Member or a guest of a Member, then the League club, activity group, or league shall be responsible.

CF.4.5 Alcoholic Beverage Guidelines

Alcoholic beverages are specifically prohibited within the confines of the entire Gault Field Complex during children's events and sanctioned club events, including the playing fields, dugouts, parking lots, spectator stands, and restrooms. Further, alcoholic beverages are always prohibited on the playing fields.

CF.4.6 Other Recreational Sports Prohibited

No other recreational sports are permitted on any part of the fields (i.e. sports such as soccer, football, etc.), without Canyon Lake POA approval.

SECTION V – PICKLEBALL COURTS

This facility is located at Eastport Park and currently has six (6) pickleball courts. The pickleball courts area includes:

- Lighted Courts / Parking

- Enclosed Patios / Viewing Area
- Covered Shaded Areas

NOTE: Use of the Pickleball Courts is at your own risk. Individuals are responsible for their own medical expenses in case of injury. In the event of a serious injury, please notify emergency services immediately.

CF.5.1 Hours of Use

The Pickleball Courts are open daily from 6 a.m. to 10 p.m.

CF.5.2 Non-Marking Shoes Required

Non-marking athletic shoes must always be worn on the Pickleball Courts.

CF.5.3 Player Rotation

No player or team shall play more than (2) games in a row when other players are waiting.

CF.5.4 Guest Use

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

SECTION VI – TENNIS COURTS

This facility is located on 1.15 acres and has six (6) tennis courts. The tennis courts areas include:

- Lighted Courts / Parking
- Restrooms
- Shaded Areas

NOTE: Use of the Tennis Courts is at your own risk. Individuals are responsible for their own medical expenses in case of injury. In the event of a serious injury, please notify emergency services immediately.

CF.6.1 Hours of Use

The Tennis Courts are open daily from 6 a.m. to 10 p.m.

CF.6.2 Non-Marking Tennis Shoes Required

Non-marking tennis shoes must be worn on the courts at all times.

CF.6.3 Sign-In Required

Prior to entering courts, members are required to register their name and start time for a specific court number on the sign-in board. Failure to sign in will result in forfeiture of the court if players are waiting.

CF.6.4 Attire

Members and / or guests are encouraged to wear appropriate tennis or athletic apparel while on the courts.

CF.6.5 Practice by a Single Player

A single-player practice is limited to thirty (30) minutes when players are waiting.

CF.6.6 Play

Single play is limited to sixty (60) minutes when other players are waiting, and for doubles, play is limited to ninety (90) minutes when other players are waiting. Exception: USTA League Play and Tournaments.

CF.6.7 Guest Use

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

Date: June 3rd, 2025

To: Board of Directors

From: Director of Operations – Steve Schneider

Board Action/Resolution: Tennis Court Resurfacing

Background

The surface at the tennis courts need resurfacing. Tennis court resurfacing is a vital maintenance process that restores the court's safety, playability, and appearance. Over time, exposure to weather, constant play, and natural wear cause the surface to crack, fade, and lose traction. Resurfacing addresses these issues by repairing damage, applying new layers of acrylic surfacing material, and repainting the court lines. During this maintenance project, the courts will be fully stripped before application. This not only enhances player experience but also prolongs the life of the court and helps prevent more costly structural repairs in the future to this valued POA asset. Typically resurfacing is done every 4-7 years depending on usage. The POA resurfaced the tennis courts 4 years ago.

We received 4 bids.

Fiscal Impact

Project cost \$98,802.00 including a 5% contingency to come from 02-6700.

Recommendation

Staff requests that the Board of Directors approve the funding of \$98,802.00 plus and a 5% contingency from the Reserve Fund, 02-6700.

Steve Schneider

Steve Schneider, CCAM, CMCA - Director of Operations







COMMUNITY SERVICES REPORT

JUNE 2025

DIRECTOR'S MESSAGE

Tiffany Cribbs, Director of Community Services

As summer approaches, our Community Services departments are actively delivering impactful programs, services, and events to support and engage the community.

Communications

The Communications team has been hard at work expanding our outreach and engagement tools. Highlights include the Canyon Lake POA merchandise store redesign, increased use of our text messaging platform, and a robust lineup of summer event promotions. Their efforts continue to enhance visibility for events, amenities, and key member notices.

Member Services

Member Services remains focused on daily support and improving the member experience. With the busy summer season underway, the team has been processing a high volume of boat registrations while continuing to enhance services through digitized forms, call automation, and streamlined membership management. Staff maintain a strong focus on professionalism and responsiveness in every interaction.

Recreation

Our Recreation team is in full swing, leading a vibrant summer schedule that includes Taco Tuesdays, Movie Nights, and the 4th of July celebration. Alongside these seasonal programs, they're finalizing key policy updates, supporting club-led events, and expanding recreational opportunities with new offerings like the summer camp.

COMMUNICATION REPORT

Goals & Campaigns – May 2025

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**
 - Canyon Lake POA Merchandise Store Redesign
- **Recreation & Event Promotions**
 - E-Bike Education Fair
 - Taco Tuesdays
 - Movies at the Pool
 - Fourth of July
- **Member Services Notices**
 - Canyon Lake Virtual Tours (360)
 - Notify Us & Ask Us
 - Community Maintenance
 - Online Services
- **Community Notices**
 - Lake Warning Flags
 - Lake Emergency Markers
 - Canyon Lake Camera Program
 - Access & Traffic
 - Electric Bicycle Registration & Riding Best Practices
- **Restaurant Dining and Event Promotions**
 - Lodge*
 - Father's Day
 - Weekly Live Music
 - Monthly Social Media Contest
 - Country Club*
 - Father's Day
 - Weekly Live Music
 - Line Dancing at Country Club
 - Cocktails & Karaoke
 - Monthly Social Media Contest
- **Golf Promotions**
 - Golf Annual Membership Campaign
 - Golf Daily Play Promotion (Canyon Lake residents only)
 - Canyon Lake Association of Men Golf Tournament
- **Club Promotions**
 - Mermaids of Canyon Lake Derby Day
 - Canyon Lake Yacht Club Pirates & Wenches Cruise

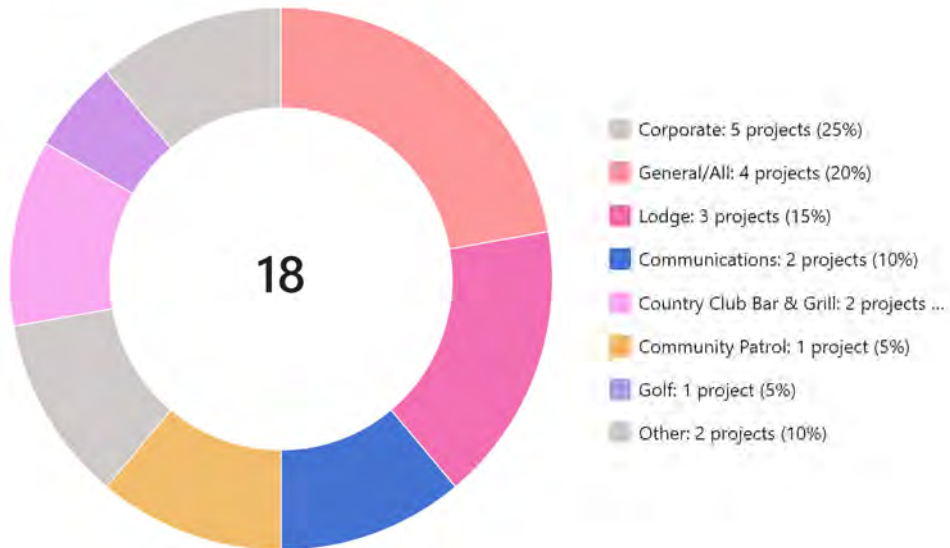
COMMUNICATION REPORT

KPI Dashboard – May 2025

ACTIVE CAMPAIGNS

May 2025

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



HIGHLIGHTS

761

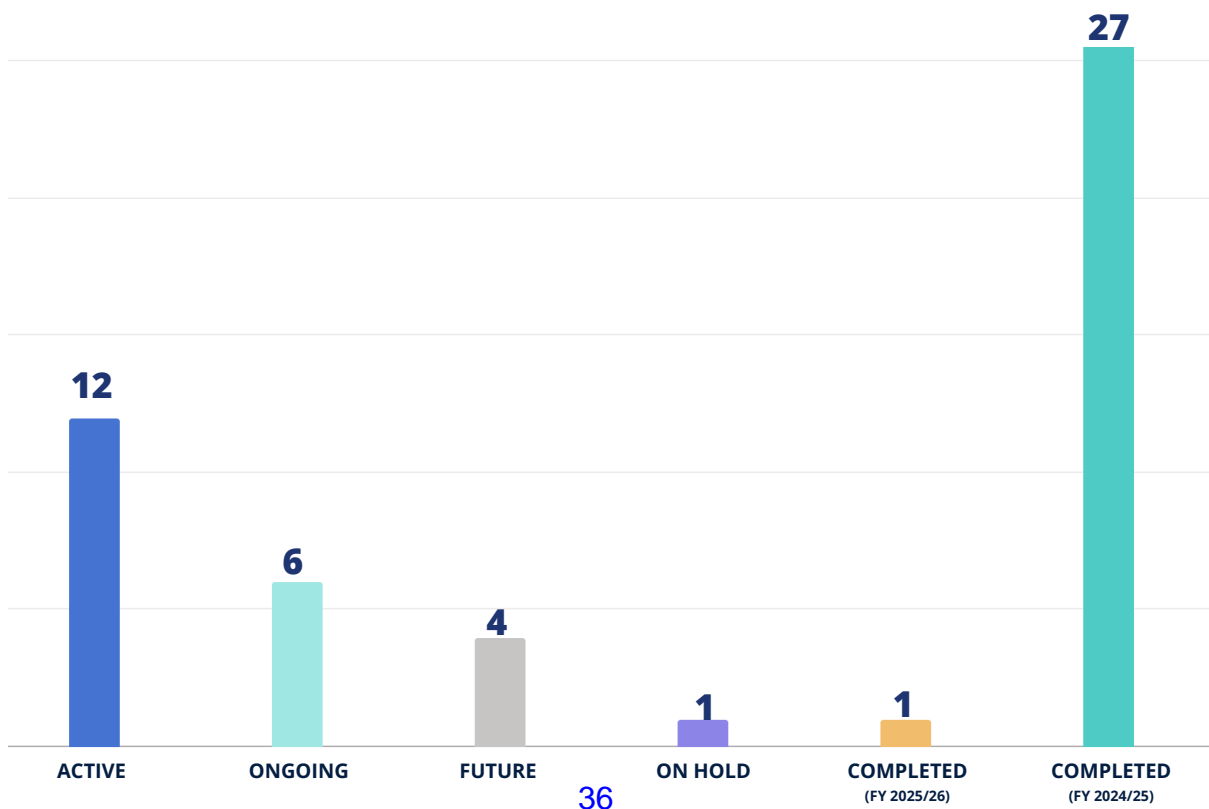
tasks completed
in May 2025

06

club events promoted
in fiscal year 2025/26

CAMPAIGN STATUS

Below is the status of the campaigns Communications manages. These numbers are tracked for the current fiscal year 2025/26 (May 1, 2025 through April 30, 2026).



FEATURE CAMPAIGNS – CANYON LAKE POA

May 2025

Community Promotions



Fiesta Day
LAKE LIFE

Fiesta Fun at 3 Locations!

Saturday, May 24
Canyon Lake Lodge | Holiday Harbor | Sierra Park

WWW.CLPOA.COM/FIESTA

• FREE ADMISSION
• LIVE COUNTRY MUSIC
• FOOD VENDORS

CANYON LAKE'S
FIRST EVER
COUNTRY MUSIC
FESTIVAL

**CANYON LAKE
COUNTRYFEST**
MUSIC FESTIVAL

TY HERNDON
KODY WEST
CANAAN SMITH
A THOUSAND HORSES

SUNDAY MAY 25, 2025
4 P.M. - 9 P.M. | HOLIDAY HARBOR

WWW.CLPOA.COM/COUNTRYFEST

Canyon Lake Guild

Gypsy Dreams
TRIBUTE TO
FLEETWOOD MAC

MAY 3RD
SATURDAY AT 7PM

VIP RESERVED SEATING \$60
GENERAL ADMISSION \$45
WWW.CANYONLAKEGUILD.ORG
SCAN CODE FOR TICKETS

Canyon Lake
CHORALEERS

SOZO
JAZZ BAND
Spring Concert

BOND & BEYOND

FRIDAY MAY 9TH AT 7PM

\$25 / \$35
PurplePass.com
CLPOA
Choraleer Members

CANYONLAKECHORALEERS@GMAIL.COM

CANYON LAKE COMMUNITY THEATRE PRESENTS

Disney's Little Mermaid

May 29, 30, & 31 at 7 p.m.
June 5, 6, & 7 at 7 p.m.

Indian Beach Amphitheater

\$33.85 Reserved
\$23.18 General Admission
\$12.51 Child (under 10 years old)

Buy tickets at www.CLCTheatre.com

CANYON LAKE SKI CLUB

Ski Club Waterski Tournament

Saturday, May 17, & Sunday, May 18
8 a.m. - 4 p.m.
North Ski Area & Jump Lagoon

SCHEDULE
Saturday, May 17
8 a.m. Slalom at North Ski Area
12 p.m. Jump Skiing at Jump Lagoon

Sunday, May 18
8 a.m. Slalom at North Ski Area
12 p.m. Trick Skiing at North Ski Area

Restaurant Promotions

CANYON LAKE COUNTRY CLUB BAR & GRILL

CINCO DE MAYO
MONDAY, MAY 5
STARTING AT 11 A.M.

FAJITA SPECIALS
All fajitas come with choice of corn or flour tortillas, guacamole, sour cream, salsa, rice, and beans
\$14 Chicken • \$16 Steak • \$16 Shrimp
• \$18 Any Two-Item Combo
Add 1 churro for \$1.50 each • Add flan for \$3
\$5 Margarita Specials • \$4 Mexican Candy Shots

Call 951.246.1773 for reservations or book online at www.canyonlakecountryclub.com/reservations

CANYON LAKE COUNTRY CLUB BAR & GRILL

Mothers Day BRUNCH BUFFET

SUNDAY, MAY 11
9 A.M. - 3 P.M.

FEATURING
Breakfast & Lunch Items
Seafood
Meat Carving Stations
Desserts
And More!

Adults \$60
Kids (10 & under) \$25

Call 951.246.1773 for reservations or book online at www.canyonlakecountryclub.com/reservations

SUNSET LOUNGE AND TERRACE

Cinco de Mayo

SUNDAY, MAY 4 | 4 P.M. TO 8 P.M.

Live Music by Mariachi Promesa de Mexico from 4 p.m. to 7 p.m. on the Sunset Terrace

TACO SALAD SPECIAL

DRINK SPECIALS
Sunset Margarita and Laura's Cantaritos
(Served in a cantarito clay cup)

RESERVATIONS AT WWW.THECANYONLAKELODGE.COM

CANYON LAKE LODGE

Mothers Day BRUNCH BUFFET

SUNDAY, MAY 11
10 a.m. to 2 p.m. | Last seating at 1 p.m.
Holiday Bay Room and the Sunset Terrace

ADULTS: \$60 KIDS (4-12): \$25
SENIORS (65+): \$30
Kids 3 and younger free with paid adult
Add bottle of champagne for \$24. Glass of champagne for \$10

RESERVATIONS AT WWW.THECANYONLAKELODGE.COM

COMMUNICATION REPORT

Website Highlights – May 2025

Website Analytics Highlights

Total users ▾

21K

↑ 21.4%

Views ▾

79K

↑ 4.1%

Event count ▾

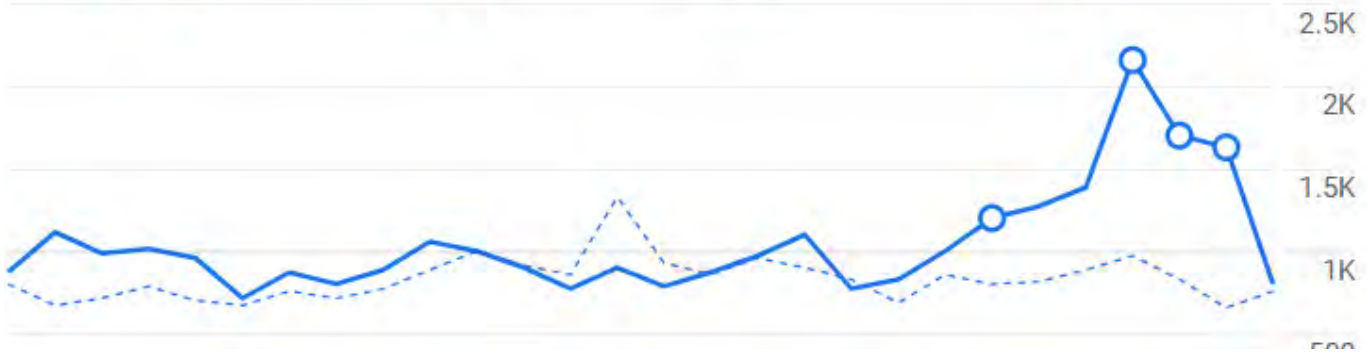
185K

↑ 15.6%

New

1E

↑ 2%



Top 15 Visited Website Pages

<input type="checkbox"/>	Page title and screen class +	Views	Active users	Views per active user	Average engagement time per active user	Event count
		↓				All events ▾
<input type="checkbox"/>	Total	78,895 100% of total	20,147 100% of total	3.92 Avg 0%	1m 32s Avg 0%	184,574 100% of total
<input type="checkbox"/>	1 Home - Canyon Lake POA	12,059 (15.28%)	6,122 (30.39%)	1.97	30s	33,415 (18.1%)
<input type="checkbox"/>	2 Login - Canyon Lake POA	7,730 (9.8%)	2,929 (14.54%)	2.64	56s	17,356 (9.4%)
<input type="checkbox"/>	3 Fiesta Day - Canyon Lake POA	2,514 (3.19%)	1,606 (7.97%)	1.57	35s	6,503 (3.52%)
<input type="checkbox"/>	4 Fiesta Schedule - Canyon Lake POA	2,456 (3.11%)	1,315 (6.53%)	1.87	54s	4,939 (2.68%)
<input type="checkbox"/>	5 Pickleball - Canyon Lake POA	2,346 (2.97%)	292 (1.45%)	8.03	1m 46s	4,750 (2.57%)
<input type="checkbox"/>	6 CountryFest - Canyon Lake POA	2,345 (2.97%)	1,210 (6.01%)	1.94	28s	5,618 (3.04%)
<input type="checkbox"/>	7 My Info - Canyon Lake POA	2,267 (2.87%)	1,131 (5.61%)	2.00	58s	4,236 (2.3%)
<input type="checkbox"/>	8 Happy Camp - Canyon Lake POA	2,161 (2.74%)	1,186 (5.89%)	1.82	1m 02s	6,021 (3.26%)
<input type="checkbox"/>	9 Events Reservation - Canyon Lake POA	1,989 (2.52%)	1,092 (5.42%)	1.82	28s	4,131 (2.24%)
<input type="checkbox"/>	10 Home - The Canyon Lake Lodge	1,839 (2.33%)	1,076 (5.34%)	1.71	29s	5,313 (2.88%)
<input type="checkbox"/>	11 Conditions - Canyon Lake POA	1,764 (2.24%)	994 (4.93%)	1.77	36s	4,606 (2.5%)
<input type="checkbox"/>	12 Search - Canyon Lake POA	1,696 (2.15%)	791 (3.93%)	2.14	1m 02s	3,412 (1.85%)
<input type="checkbox"/>	13 Events - Canyon Lake POA	1,566 (1.98%)	977 (4.85%)	1.60	38s	3,544 (1.92%)
<input type="checkbox"/>	14 Make Payment - Canyon Lake POA	1,526 (1.93%)	768 (3.81%)	1.99	1m 59s	2,892 (1.57%)
<input type="checkbox"/>	15 Fiesta Parade - Canyon Lake POA	1,266 (1.6%)	792 (3.93%)	1.60	27s	2,803 (1.52%)

COMMUNICATION REPORT

Social Media Highlights – May 2025

PERFORMANCE SUMMARY

24,048

Followers
Total

432

Published
Posts

404,646

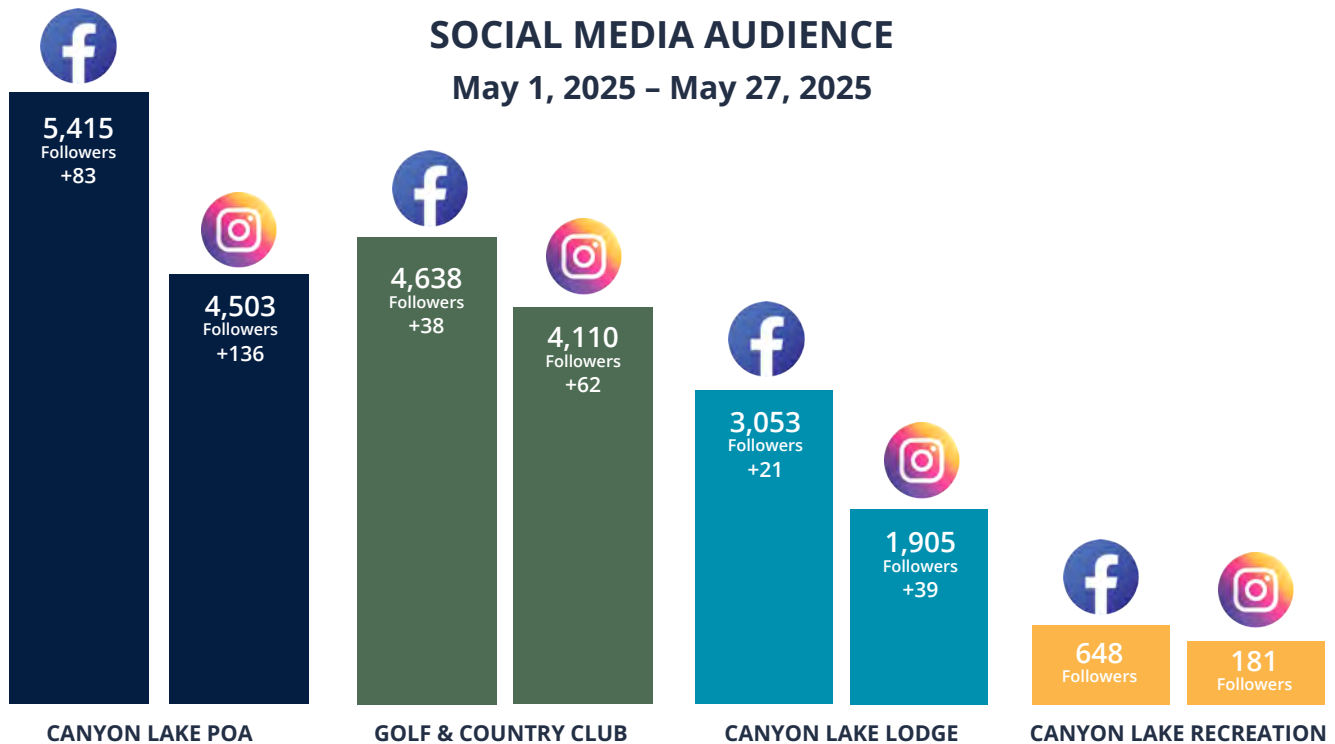
Page
Impressions

338,512

Post
Impressions

SOCIAL MEDIA AUDIENCE

May 1, 2025 – May 27, 2025



PROFILE SUMMARY

Profile	Followers	Growth	Posts	Engagment	Reach	Impressions
Canyon Lake POA Facebook	5,415	83	107	21,764	133,962	157,115
Canyon Lake POA Instagram	4,503	136	136	3,196	109,934	124,924
Golf & Country Club Facebook	4,638	38	26	3,322	7,903	21,298
Golf & Country Club Instagram	4,110	62	38	169	11,625	11,004
Canyon Lake Lodge Facebook	3,053	21	37	3,515	16,731	30,572
Canyon Lake Lodge Instagram	1,905	39	48	254	12,309	14,543
Canyon Lake Recreation Facebook	648	6	41	88	2,051	2,180
Canyon Lake Recreation Instagram	181	3	41	27	1,267	1,662

COMMUNICATION REPORT

Email Highlights – May 2025

EMAIL DASHBOARD – MAY 2025

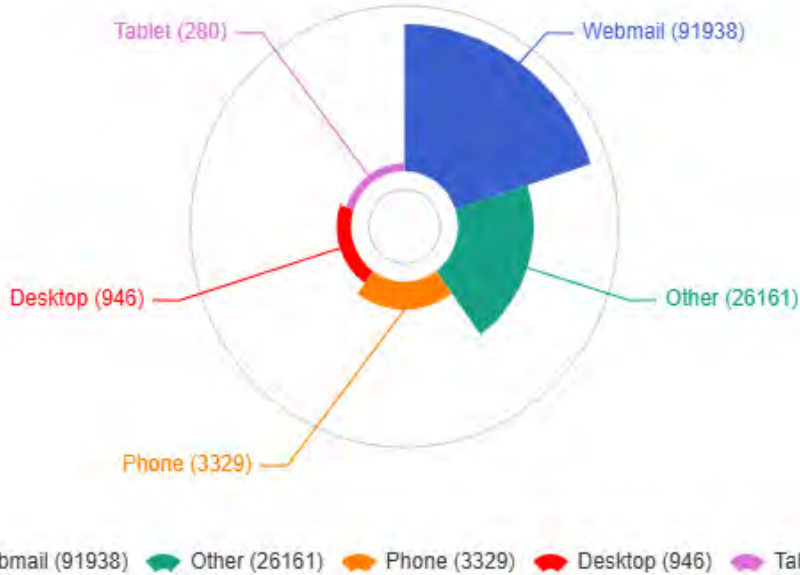
84191
DELIVERED



48089
UNIQUE OPENS



TOP DEVICE OPENS MAY 2025



DELIVERY BY EMAIL CLIENT MAY 2025

- Gmail (37560)
- Yahoo (24594)
- Microsoft Outlook (8014)
- Microsoft 365 (3171)
- Apple iCloud (2718)
- Remaining (6836)



MEMBER SERVICES REPORT

Goals & Campaigns – April 2025

Goals & Objectives

The primary goals of the Member Services team this fiscal year are:

- **Digital Enhancement Initiative:** Adopt and improve digital solutions to increase efficiency and accessibility in Member Services.
- **Positive Member Interactions:** Deliver exceptional Member Service in all interactions between employees and members.
- **Ensure Professionalism:** Provide members with support that consistently reflects courtesy, respect, honesty, and informed responses.
- **Expedient Responses:** Respond to calls and emails promptly, maintaining a professional and courteous tone, with clear and informative details.
- **Anticipate Member Needs:** Train staff to recognize and respond to both expressed and unexpressed member needs effectively.
- **Foster Continuous Improvement:** Regularly train and update staff on best practices in member service to maintain high standards and adapt to new challenges.

Looking Forward

In consideration of Member Services primary goals for this year, below are some of the initiatives the Member Services team will be focusing on in the upcoming months:

- **Department Projects**
 - Policy Development
 - Regular Staff Website Review
 - Continued Management of Access Provider Transition
- **Digital Enhancements:**
 - Digitalizing Department
 - New Digital Forms
 - Increased Online Support
 - Call Automation
- **Daily Membership Management**
 - Issue Decals, RFIDs, & POA Cards
 - Vehicle Decals
 - Boat Decals
 - Golf Cart Decals
 - E-bike Decals
 - Establishing New Memberships
 - Manage Boat Dock Slip Rentals
 - Manage Community Garden Plot Rentals
 - Provide Guest Access Support
 - Process Assessment Payments
 - General Association Inquiries
 - Annual Boat Registration Letters
 - Fiscal Year Renewal Letters
 - Monthly Membership Renewal Letters

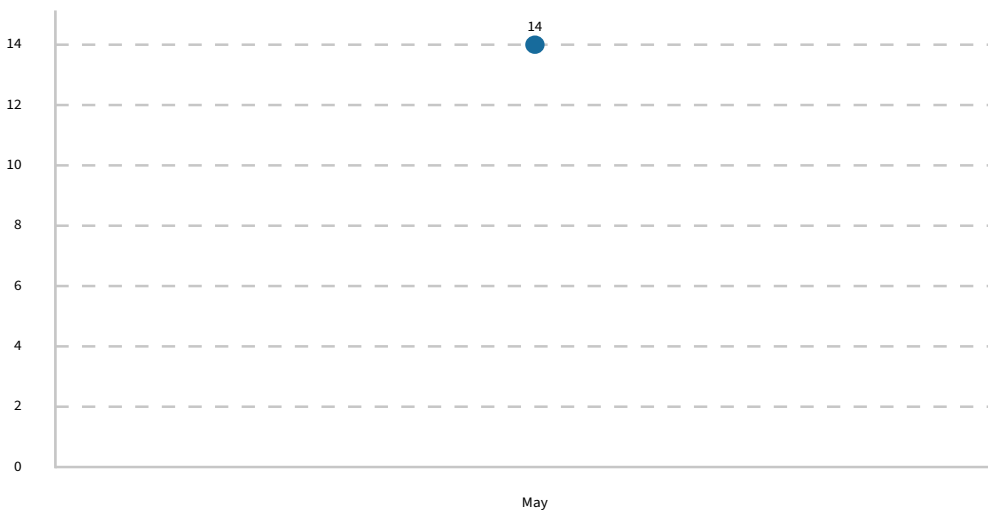
MEMBER SERVICES REPORT

KPI Dashboard – May 2025

NEW HOMEOWNERS

April 2025

Below are the number of new homeowners Member Services processes each month. These numbers are tracked for the current fiscal year 2025/26 (May 1, 2025 through April 30, 2026).



MEMBERSHIP HIGHLIGHTS

16,003

Memberships in
May 2025

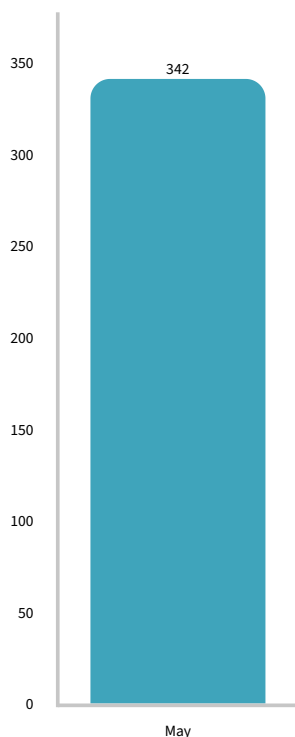
1,736

Leesees
May 2025

NEW MEMBERSHIPS

April 2025

Below are the number of new memberships Member Services processes each month. These numbers are tracked for the current fiscal year 2025/26 (May 1, 2025 through April 30, 2026).



MEMBER SERVICES REPORT

KPI Dashboard – May 2025

DECAL OVERVIEW - MAY 2025

167 (+36 Apr)
Vehicle Decals
Issued

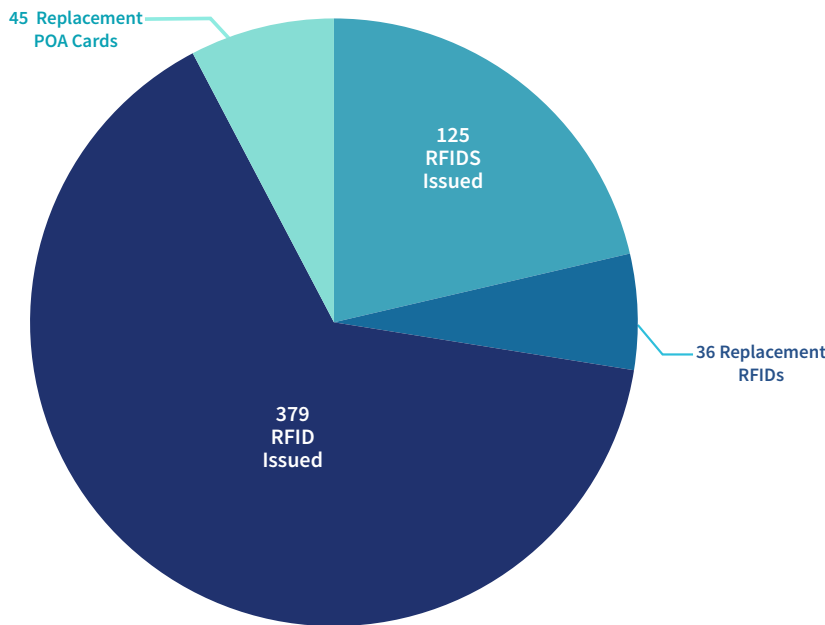
34 (+13 Apr)
Golf Cart Decals
Issued

37 (+6 Mar)
E-Bike Decals
Issued

858 (+835 Apr)
Boat Decals
Issued

RFIDS & POA CARDS ISSUED

May 2025



GO ACCESS HIGHLIGHTS

75%

Members migrated
to GoAccess.

3,996

Members migrated
to GoAccess.

E-BIKE DECAL TRACKER

Below are the number of e-bike decals Member Services processes each month. These numbers are tracked for the current fiscal year 2025/26 (May 1, 2025 through April 30, 2026).



TOTAL E-BIKES REGISTERED

927

As of May 29, 2025

RECREATION REPORT

Goals & Campaigns – May 2025

Goals & Objectives

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

- **Enhance Community Engagement:** Elevate the quality and variety of existing recreational programs to better engage the community.
- **Expand Program Offerings:** Broaden the range of recreational activities, introducing new programs designed specifically to engage both youth and adults in the community.
- **Foster Partnerships & Community Support:** Secure local business partnerships for event sponsorships to reduce costs and enhance the quality of community events.
- **Support Club Activities:** Strengthen collaboration with clubs to ensure smooth execution of their events with enhanced consistency in departmental support.
- **Improve Facility Utilization:** Enhance the existing reservation system to streamline facility usage and meet community needs more effectively.
- **Update Technology Integration:** Upgrade technology to allow for online signups and payments to enhance user accessibility and streamlining operations for recreational programs.

Looking Forward

In consideration of Recreation's primary goals for this year, below are new initiatives the Recreation team will be focusing on in the upcoming months:

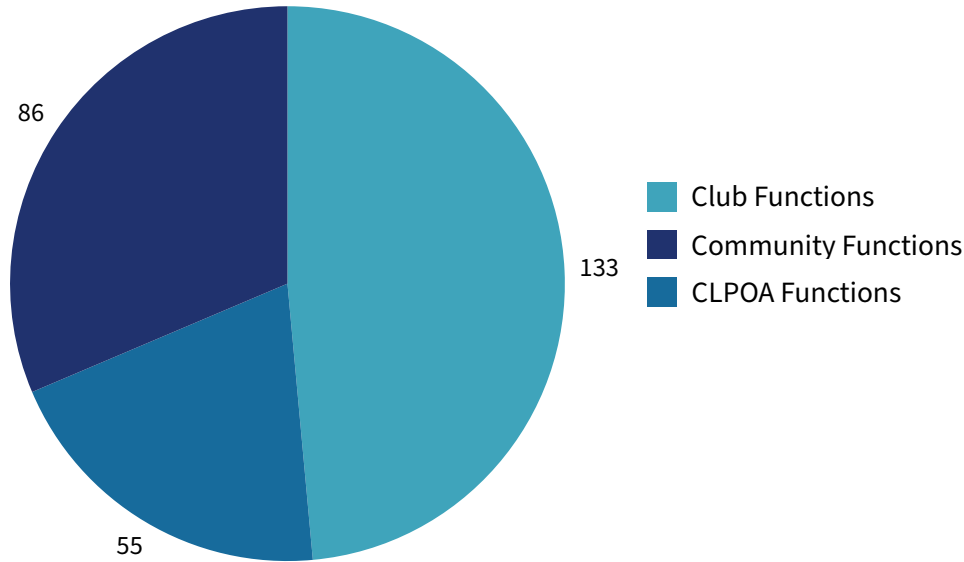
- **Event Coordination**
 - Canyon Lake POA Events
 - Taco Tuesdays
 - Movie Nights
 - 4th of July
 - Concerts at the Lodge
 - Event Sponsorships
 - Club Support
- **Department Projects**
 - Facility Use Policy Revision
 - Club Sanctioning Policy Revision
 - Coordinating club event support with Patrol, Recreation, and Operations year-round
- **Managing Community Benches**
 - Two Benches Awaiting Installation
- **Recreational Programs**
 - Expand Class Offerings
 - Seeking More Instructors
 - Offer Online Registrations for Pool Swim Lessons & Summer Camps
- **Facilitis**
 - Pool:
 - Aqua Fitness Classes Underway
 - Preparing for Summer Swim Lessons

RECREATION REPORT

KPI Dashboard – May 2025

TYPES OF FUNCTIONS

May 2025



HIGHLIGHTS

274

functions scheduled
in May 2025

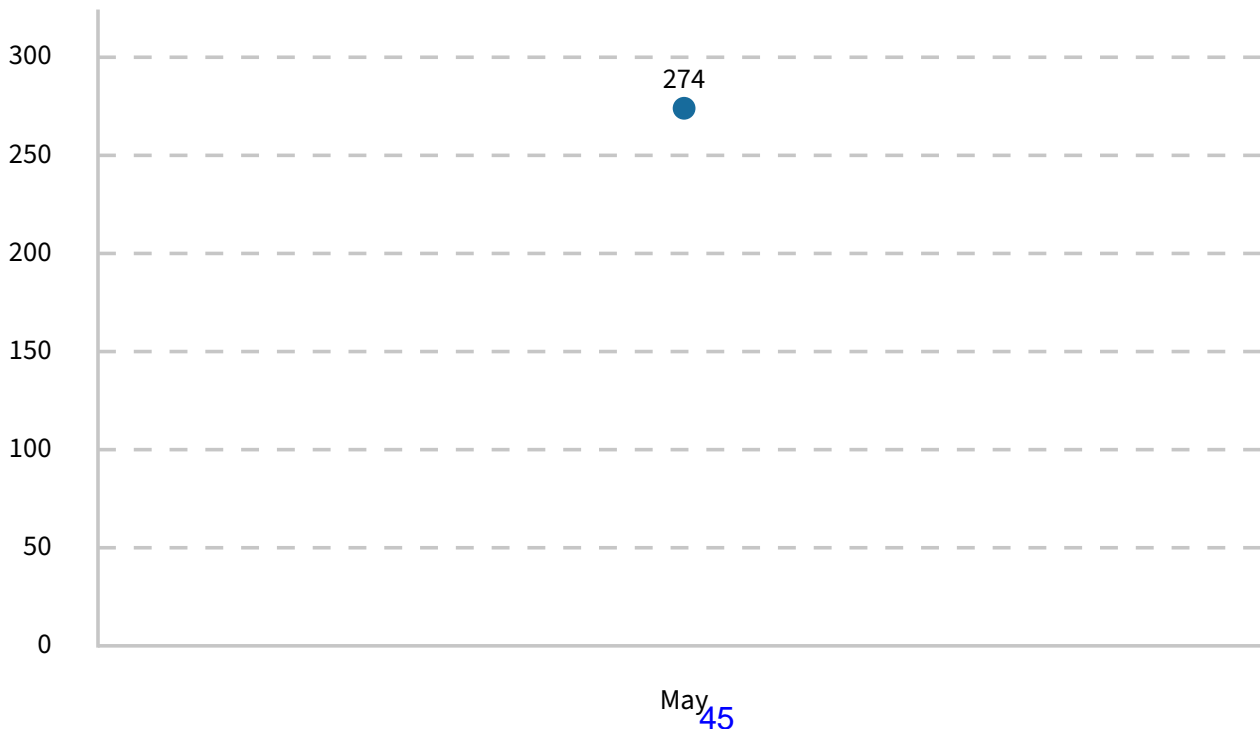
133

club functions
in May 2025

COMMUNITY FUNCTIONS

May 2025

Below are the number functions that take place each month in the community. These numbers are tracked for the current fiscal year 2025/26 (May 1, 2025 through April 30, 2026).



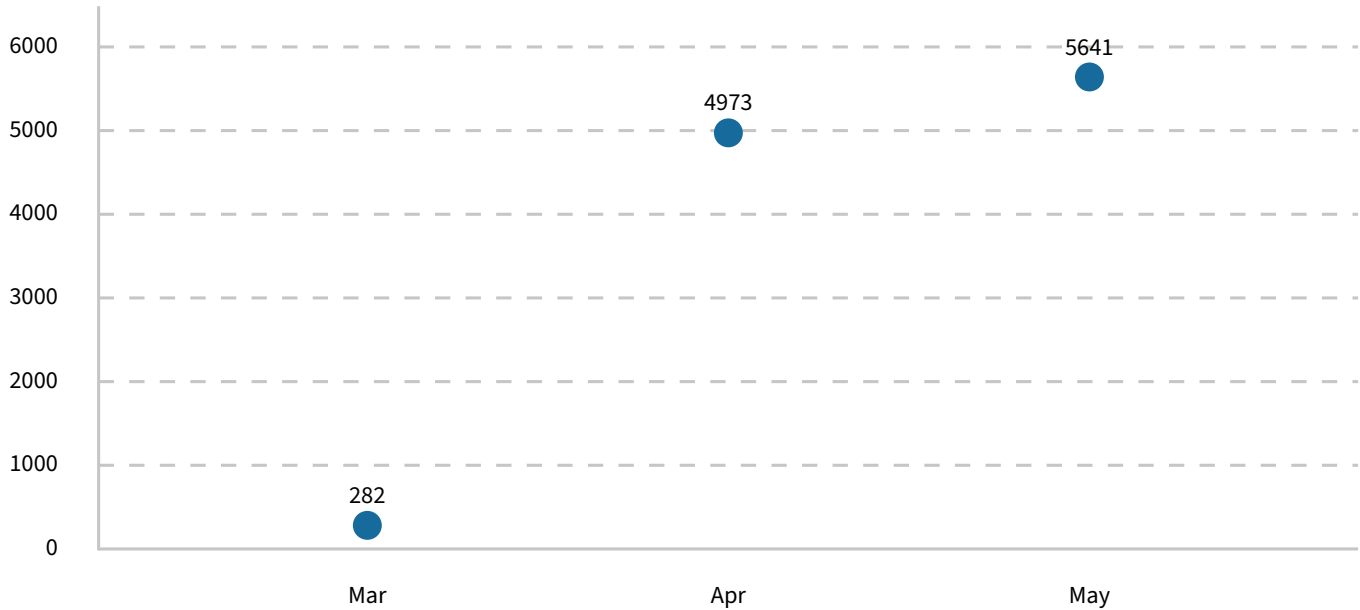
RECREATION REPORT

Pool KPI Dashboard – May 2025

POOL USAGE

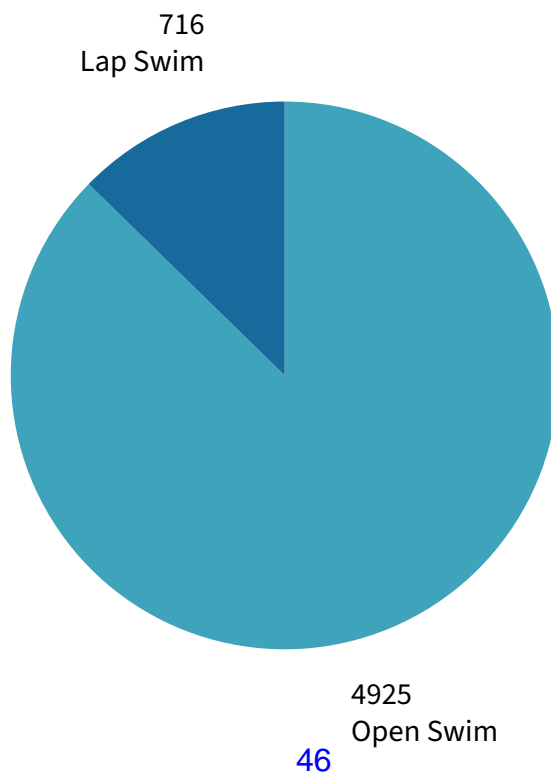
May 2025

Below are the number of swimmers that visit the pool each month. These numbers are tracked for the pool seasons which runs through November.



POOL ACTIVITY

May 2025



RECREATION REPORT

Community Events: Save The Date For These Upcoming Events!

JUNE 2025

June 1 Community Theater Show at Indian Beach

June 6 Community Theater Show at Indian Beach

June 7 Community Theater Show at Indian Beach
Mermaids of Canyon Lake Derby Day

June 8 Community Theater Show at Indian Beach

June 10 Taco Tuesday at the Lodge

June 14 E-bike Safety Fair

June 17 Taco Tuesday at Lodge

June 21 Summer Pickleball Clinic

June 24 Taco Tuesday at Lodge

JULY 2025

July 4 4th of July Fireworks

July 10 Yacht Club's Full Moon Cruise

July 11 Yacht Club's Evening Cruise
Community Theater's Dinner Show

July 12 Cars & Coffee at Sierra Park

RECREATION REPORT

Community Events: Save The Date For These Upcoming Events!

July 14 Red Cross Blood Drive at Country Club

July 15 Taco Tuesday at Lodge

July 17 Pickleball Club Social

July 17 Canyon Lake Guild Concert at the Lodge
Canyon Lake Woman's Club Cooking Class

July 22 Taco Tuesday at Lodge

July 26 Yacht Club's Evening Cruise

July 29 Final Taco Tuesday at Lodge

August 2025

Aug 2 Concerts at the Lodge featuring Missing Persons

Aug 9 Yacht Club's Peddle & Paddle Regatta

Aug 22 Yacht Club's Jimmy Buffet Tribute

Aug 23 Hot Autumn Nights Chili Cookoff with Woman's Club

Aug 31 Maui Sunday at the Lodge

COMMITTEES REPORT

April 2025

Recreation Committee

The primary responsibility of the Recreation Committee is to advise and assist the Canyon Lake POA's Board on the enhancement, preservation, and related uses of designated recreational common areas within the community for the Canyon Lake POA.

The Recreation Committee held its bimonthly meeting on April 8, 2025, where discussions focused on reviewing maintenance procedures for the Equestrian Facility. The Committee meets on the second Tuesday of every other month, and their next meeting is scheduled for June 10, 2025, at 4 p.m.

Rules & Regulations Review Committee

The primary responsibility of the Rules & Regulations Review Committee is to provide advice and assistance to the Canyon Lake POA's Board in reviewing and revising the Rules & Regulations.

The Rules & Regulations Committee's May meeting was canceled due to Board Orientation. The new Board liaison for this committee is Lainie Cooney. The next meeting is scheduled for June 17, 2025, at 6 p.m.

Senior Center Work Group

The primary responsibility of the Senior Center Work Group is to advise the Canyon Lake POA's Board on new programs and concepts for use at the Canyon Lake Senior Center.

The Senior Center Work Group held its monthly meeting on May 6, 2025. The committee approved a \$500 donation to the Helping Hands Foundation and supported AMR's request to provide CPR training and a demonstration. The planned Suicide Prevention event was canceled. At the next meeting, the committee will review and approve the CPR training, discuss the next free dinner for seniors, and review the turnout for the recent Senior Center potluck. Their next meeting is scheduled for June 3, 2025 at 6 p.m.

COMMUNITY PATROL REPORT

April 2025

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	
	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites
Speeding	0	48	0	32	0	25
Parking	25	25	27	33	44	35
Unauthorized Entry	37	7	48	4	41	8
E-Bikes	9	15	27	13	32	23
Noise	13	1	10	1	18	2

Additional Information

	February	March	April
Total Calls for Service	173	224	284
Call for Service – Unable to Locate	31	26	31
Guest Citations	57	56	77
Service Provider Citations	1	1	3
Member Citations	110	99	64
Warning Citations	31	35	42
Vandalism	9	5	4
Property Damage	7	10	18

Misc. Violations	24	45	61
School Bus Enforcement	0	0	1
Failure to stop at a stop sign	88	44	39
Illegal Riding/Towing	0	0	1

Gate Entry Statistics

	February	March	April
Confiscated Guest Passes	242	43	84
Misuse of Access Identification	4	4	14

Two Guest Lane Entry Protocol*

	February	March	April
Total time in minutes	13	35	55
• Main Gate	13	15	45
• East Gate	0	20	10

*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 Chief)*

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

Marine Patrol Report

May 2025
 (4/28-5/26)

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)	4	4	0
LM.2.6	Expired/No Reg (CLPOA)	0	0	0
LM.2.7	Expired/No Reg at a dock or lift	12	6	0
LM.6.7	Excessive Wake in NO wake zone	2	2	0
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/CBC	2	0	
	Other	2	2	2
TOTAL		23	15	2

Warnings Issued

WARNING		MARCH		APRIL		MAY	
		VERBAL	WRITTEN	VERBAL	WRITTEN	VERBAL	WRITTEN
LM.2.5	Expired/No Reg (State)	1	0	1	0	0	0
LM.2.6	Expired/No Reg (CLPOA)	0	0	5	0	2	0
LM.2.7	Expired/No Reg at a dock or lift	0	0	0	0	0	0
LM.6.7	Excessive Wake in NO wake zone	8	2	15	0	27	0
LM.7.3	Reckless behavior while operating a motorized boat	4	0	6	0	10	0
LM.9.11	Plowing	3	0	5	0	5	0
GR.2.18a	Loud Noise	2	0	1	0	2	0
GR.4.4	Fishing License	3	0	4	0	3	0
GR.6.2c	Failure to present valid ID/CBC	2	1	1	2	0	0
	Other	8	1	6	2	7	0
TOTAL		31	4	44	4	56	0

Additional Information

	MARCH	APRIL	MAY
Total Calls for Service	72	168	445
Boat Safety Inspections	12	56	340
Boat Tow (Out of Fuel/Mechanical)	7	13	9
Boat Tow (Adrift)	1	3	2
Battery Assist	0	6	0
P&C Inspector Escort Hours	6	10.25	13.25
Fish & Game/Other Escort Hours	0	4	0
Fishing License Checks	7	8	9
Quagga Inspection	18	38	65
White Tag Applied	23	42	45
Quarantine Tag Applied	0	1	0
Debris/Other Retrieval & Disposal	28	210	300
Days @ Yellow Flag	2	0	0.5

Boat Operating Hours

	Start Hrs	End Hrs	MARCH	APRIL	MAY
Boat 1	3428.5	3556.9	126.8	0	128.4
Boat 2	2672.4	2735.9	84.8	0	63.5
Boat 3	1212.4	1246.6	5.2	138.2	34.2
Boat 4	1990	2097.1	43.1	203	107.1
TOTAL			259.9	341.2	333.2

Boat Operating Hours & Percentage by Location

	MARCH		APRIL		MAY	
	Hours	%	Hours	%	Hours	%
Main Lake	148.1	57	201.3	59	188.2	56.5
East Bay	106.6	41	139.9	41	135	40.5
North Ski	5.2	2	0	0	10	3

Incident Report Summary

	MARCH	APRIL	MAY
Reports	0	2	0

Incident Report Details

Location	Incident Description

Date: 6/3/25

To: Board of Directors

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

Total current items monitored by the department 2035 which includes permit due dates, violations, extension, and escrow inspections, last month 2160.

Permit Breakdown

1. 1119 Open permit – up
 - a. 52 - new home – up
 - b. 17- Additions – no change
 - c. 7 – ADU/JADU – no change
 - d. 124 - lakeside permits - down
 - e. 90 - solar panel permits - down
 - f. 39 - fence permits – up
 - g. 29 - pool permits – up
 - h. 17 - dumpster/pod permits - down
 - i. 329 – Same Day Permits - up
 - j. 422 - Improvements (multiple types) - down

Violation/Escrow Breakdown

1. 782 Open violations – down
2. 46 Open escrows – up

ACC Committee Overview

1. Total of 210 items reviewed – down
2. Total of 154 permits approved - up

Items reviewed – Permit Breakdown

1. New Home Reviewed/Permit (1)
2. Additions – (1)
3. ADU/JADU (1)
4. Grading Permit (0)
5. Improvements (103)
6. Lakeside Improvement (18)
7. Recorded Variance (10)
8. Rejected Applications (17)
9. Re-Submittal's (14)
10. Permit issued same day (Over the counter) (84)
11. Preliminary Applications (5)

Member Complaints

1. 20 Complaints investigated (2 months)
2. 0 already written.

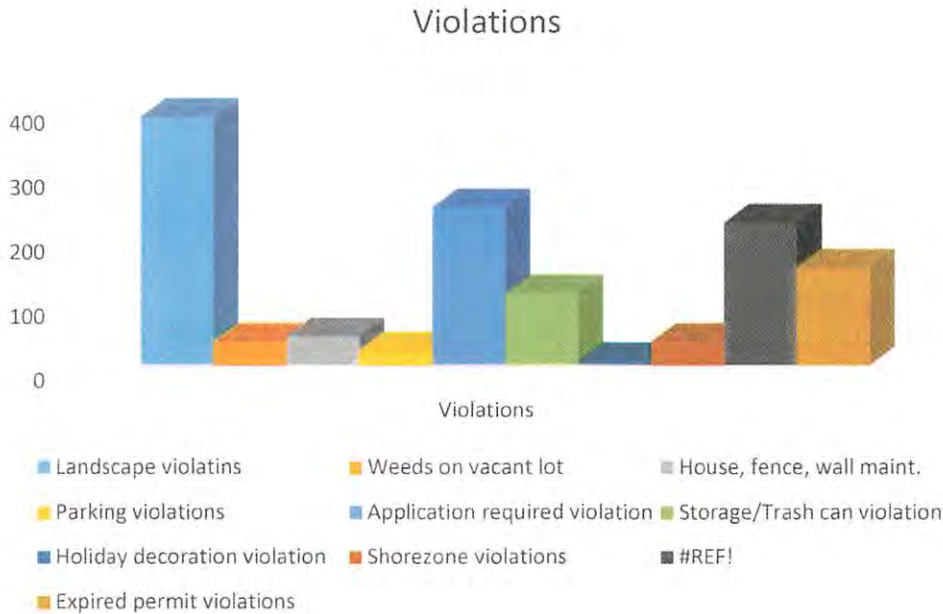
Letter - Compliance

1. 520 - compliances (vacant lot compliance – up)
2. 194 Courtesy Notices

Weed Abatement Time

Weed abatement time – total **203** vacant lot letters with instructions of the weed abatement process. These remaining lots will have until **May 19, 2025**, to obtain compliance. As of now, there have been **22** lots non-compliant. These remaining lots will receive a hearing notice with an intent to enter – any lots still not compliant after the next hearing date will be scheduled for **CLPOA** abatement.

Violation Breakdown Chart



Violations graph -greatest to least

1. Landscape violation
2. Expired permits
3. Others
4. Storage/Trash cans
5. Application required
6. House, fence, wall maintenance
7. Parking violations
8. Shorezone
9. Weeds on vacant lots
10. Holiday decorations

Cheryl Mitchell

Planning and Compliance Manager

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.

Developing Projects

- **Mailbox Slab Replacement Project** – (2) locations remaining.
- **Paving Project Year Three** – RFP is set to be released soon.
- **Gault Field Scoreboards** – New scoreboards are scheduled to be installed.
- **Gault Field Lighting Conversion** – A permit has been issued, as the LED lighting poles are in production. Install scheduled for this summer after the season ends.

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 the Annual Board Elections, Country Fest and Fiesta 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.

- **Backflow Replacement** – Backflow off hole eight has successfully been replaced.

Parks and Beaches

- **Golden Algae Bloom** – The lake is currently experiencing a bloom of golden algae, which is actively being monitored and assessed for its environmental impact. This particular alga is not harmful to humans as recent testing for harmful algal blooms returned clear results, confirming there are no toxic conditions present at this time.
- **Aquatic Mortality** – This month, we have observed an increase in aquatic mortality, attributed to reduced oxygen levels in the lake, which are adversely impacting marine life.

Regulatory / Compliance

- **Semi-Annual Alarm System Inspections** – Semi-Annual inspections were conducted on the alarm system functions for the Lodge Restaurant and Country Club Restaurant.

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.
- **Clearance Guidelines on the Job** – Staff received training on important clearance guidelines at work.
- **Hand Protection** – Hand protection training assists in keeping our staff safe by preventing injuries and promoting proper glove use.

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 November.

Green Committee: The Green Committee met on May 8th, 2025, in the Magnolia Room at the Country Club. The following agenda items were addressed by the Green Committee:

- Golf Course Inspection: Tuesday, June 10th, 2025, at 9:00am.

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 12th, 2025, at 1:00pm.

Facilities Planning Committee (FPC): The Facilities Planning Committee met on May 8th, 2025, in the Magnolia Room at the Country Club. The following agenda items were addressed by the Facilities Planning Committee:

- Strategic Facility Plan Update
- Eastport Market Traffic Safety Issue
- Community Lighting Update
- June Meeting has been cancelled, *meetings set to resume in July.*

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 July 10th, 2025, at 3:30 pm.

Recreation Committee: The Recreation Committee met on April 8th, 2025, in the Conference Room at the POA. The following agenda items were addressed by the Recreation Committee:

- Equestrian Center Updates

The Committee meets on the 2nd Tuesday of every other month in the Conference Room at the POA. The next scheduled meeting is on June 10th, 2025, at 4:00pm.

Tuesday Work Group (TWG): The Tuesday Work Group met on May 27th, 2025, in the Conference Room at the POA. The following agenda items were addressed by the TWG Group:

- Golf Course Maintenance & Repairs

The group meets on the last Tuesday of the month in the Magnolia Room at the Country Club. The next TWG meeting is scheduled for June 24th, 2025, at 1:00pm.

DIRECTOR'S MESSAGE

With summer underway, our community continues to thrive with steady progress and activity. Fiesta Day was a beautiful success, with our staff doing an exceptional job maintaining facilities and supporting setup, monitoring, and cleanup for Memorial Day celebrations. The Operations team has demonstrated unwavering dedication to the upkeep of our shared spaces and the successful support of community events. Their continued efforts have been essential in upholding a clean, safe, and inviting environment for all residents and guests. We're thrilled to have received help from a Little League vendor to assist with the installation of new scoreboards at Gault Field—an exciting addition for families and players alike. Additionally, we have received confirmation that the three wooden LED lighting poles for Gault Field are currently in production. As we look ahead, we remain dedicated to cultivating a dynamic and welcoming environment for all residents throughout the season.



Presented By: *Steve Schneider, Director of Operations*

VANDALISM REPORT
April 2025

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
334252	399170	3/3/2025	COMMON AREA / SUNSET BEACH	CLEAR BIKE TIRE RUTS IN THE SAND	\$0.00	2.00	\$110.00	LABOR TIME ONLY
334554	N/A	4/3/2025	EQUESTRIAN CENTER	REPLACE (2) DAMAGED "NO PARKING" SIGNS IN THE PARKING AREA	\$97.88	1.00	\$152.88	(2) SIGNS
334583	N/A	4/7/2025	TENNIS COURTS	CLEAN UP EXCESS TOILET PAPER & TRASH AROUND THE RESTROOM & IN THE TOILET	\$0.00	0.50	\$27.50	LABOR TIME ONLY
334584	4081475	4/7/2025	EASTPORT PARK	CLEAN-UP BROKEN GLASS IN THE PARKING LOT	\$0.00	0.25	\$13.75	LABOR TIME ONLY
334616	N/A	4/9/2025	COMMON AREA / EVANS PARK	PICK UP A PILE OF BRICKS DUMPED IN THE PARK	\$0.00	0.25	\$13.75	LABOR TIME ONLY
334699	4107687	4/16/2025	COMMON AREA / OUTRIGGER PARK	REMOVE PAINT MARKINGS ON THE BENCHES AND WALKWAY	\$5.00	0.50	\$32.50	ALL PURPOSE CLEANER
334716	N/A	4/17/2025	TENNIS COURTS	REPAIR / RESECURE ELECTRICAL OUTLETS ON SHADE STRUCTURE	\$0.00	1.00	\$55.00	LABOR TIME ONLY
334737	N/A	4/21/2025	GOLF COURSE / HOLE #6	REPAIR FENCING AT HOLE #6 NEXT TO THE BRIDGE	\$21.50	1.00	\$76.50	CHAIN LINK FENCE & HOG RINGS
334796	4134826 & 4134830	4/28/2025	GOLF COURSE / HOLE #6	REPLACE TOILET IN MENS RESTROOM & CLEAN UP EXCESS IN THE WOMEN'S RESTROOM	\$155.82	3.00	\$320.82	TOILET
334797	4136709	4/28/2025	COMMON AREA / HOLIDAY HARBOR	CLEAN-UP EXCESS TOILET PAPER IN TOILET AND SINK IN THE MENS RESTROOM	\$0.00	0.25	\$13.75	LABOR TIME ONLY
334821	4139823	4/29/2025	CANYON CLUB DR / LIGHT HOUSE DR	CLEAN UP GLASS IN THE STREET	\$0.00	0.25	\$13.75	LABOR TIME ONLY

\$ 280.20 \$ 10.00 \$ 830.20
\$ 550.00

Canyon Lake Property Owners Association
Repair & Replacement Fund Expenditures

	2021-2024 To Date Ending April 2024	2024-2025 To Date Ending April 2025	Project Totals 5/1/21 to 4/30/25
Pool			
#1156 Pool Chemical Reader	1,886	-	1,886
#1153 Pool Heater	8,400	-	8,400
#1101 Pool Filters	-	-	-
#21029 Pool - Pool, Heaters (1)	8,000	-	8,000
#21030 Pool - Pool, Heaters (3)	8,000	-	8,000
#21031 Pool, Pump and Motor	9,911	28,253	38,163
#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
#21004 Pool - Pool, Deck Expansion Joints	4,200	-	4,200
#21006 Pool Furniture	8,484	960	9,444
#21047 Pool Vacuum	4,305	-	4,305
#21023 Pool Rael Winder	16,718	-	16,718
Wade Pool Controller	-	4,338	4,338
Pool - Computer Stand	6,419	-	6,419
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	-	-	-
#6018 Docks - Lodge, Slips, 2007	16,505	-	16,505
Campground			
#3021 Campground - Water, Connections	7,074	-	7,074
#3031 Campground Building - Residence (Mobile)	9,628	-	9,628
#3032 Campground Restroom Remodeling \$431,621	514,383	-	514,383
#1275 Campground - Railing, Stairs	1,550	-	1,550
#53-1070 Campground - Water Meter Relocation	-	44,078	44,078
#53-1070 Campground - Water Meter Relocation	-	-	-
#53-1240 Campground - Water Heater	-	-	-
Entry Gates			
#8001 East Gate - Fence, Wrought Iron	9,175	1,727	10,902
#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
#8012 Main Gate - Access System	2,584	-	2,584
#8018 Main Gate - Gate Operators	20,192	2,594	22,786
#8001 Main Gate - Gate Camera	6,121	-	6,121
#1006 Fairway Estates - Operators	7,797	5,200	12,997
#8003 North Gate - Gate Camera	4,602	-	4,602
#8012 Main Gate - Access System	-	35,712	35,712
East Port			
#7009 - East Port - Dog Park, Benches	3,222	-	3,222
#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	11,900	-	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	29,252	-	29,252
#13040 Golf - Lake, Drainage, Repairs	7,205	11,823	19,028
#13045 Golf - Maintenance, Swamp Cooler	2,002	-	2,002
#13046 Golf - Maintenance, Golf Carts (1)	11,552	-	11,552
#13056 Golf - Maintenance, Water Treatment	33,667	-	33,667
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
2-2311-01 Cart Path and Tee Area for Hole 2	4,440	49,903	54,343
Golf - Geological & Structural Evaluation - Tunnels & Bridges	-	23,168	23,168
#60-5040 Golf - Hauler Carts	-	12,930	12,930
Grounds			
#13051 Signs, POA	4,380	10,362	14,742
#8015 Main Gate Entrance Fountain Monument Repairs	19,616	-	19,616
#14001 Irrigation System	1,586	-	1,586
#14003 East Port Landscaping Monument	174,628	-	174,628
#14016 Signs, Street	8,353	7,232	15,584
#1853 Landscaping	11,102	-	11,102
#1848 Diamond Point Park Curbing	9,500	-	9,500
#1848 Mailbox Slabs	91,286	35,473	126,759
2-2010-01 CLDS So Median Landscape \$100k-\$150k	18,113	-	18,113
2-2212-00 CLDS Median Improvements \$680,400	596,201	-	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
#13024 Grounds - Backflow Devices	-	4,045	4,045
Fairweather - Retention Basin	-	38,514	38,514
Vehicles			
#25017 Vehicle - Golf Cart, Enclosed	22,981	-	22,981
#25023 - Toyota, Tacomas	6,164	-	6,164
#25025 - Vehicle - Tractor, Kubota (1)	8,902	-	8,902
#25003 - Boat, Champion	12,360	-	12,360
#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
Bluebird Hall			
#2006 - Bluebird Hall Counters	2,100	-	2,100
#1857 Signs, street	6,962	1,495	8,457
#1034 Admin IT - Battery Back Up	-	1,623	1,623
#4091 CC - Restrooms	6,227	1,625	7,852
#13042 Golf - Lake, Refurbish	-	1,666	1,666
#25001 - Sierra Park Restrooms	-	1,825	1,825
#1812 HVAC #5	-	1,827	1,827
#18141 Lodge - Sunset Beach Trash Receptacles	4,444	1,914	6,357
#17010 Lake - Buoys	12,761	1,968	14,729
#20-1038 Equestrian - Tractor Repair	-	1,969	1,969
#53-3820 Equestrian - Corral Panels	-	2,170	2,170
#18039 Lodge - Restroom	8,590	2,736	11,326
#70-6921 Pool Retaining Wall Repairs	-	3,128	3,128
#18090 Lodge - Kitchen, Fire System	-	3,610	3,610
#1032 Admin - Thermostat	1,745	3,879	5,624
#17021 Lodge - Kitchen, Freezer	-	3,924	3,924
#70-6921 Lodge - Bull Horn Cleanout	-	3,978	3,978
\$4072 CC -Window Washer	-	4,238	4,238
#18013 Lodge - Elevator (Service), Cab Refurb	1,651	6,450	8,101
#25004 - Boat	45,880	4,464	50,344
#13031 Golf - Heat Exchange System	-	4,719	4,719
#8034 North Gate - HVAC	-	4,800	4,800
#18035 Lodge - Ext. Roof, Tile	-	5,895	5,895
#8900 Pool Furniture	-	6,801	6,801
GM Authorized Expenditure	-	8,195	8,195
#18082 Operations - Ext, HVAC	-	9,740	9,740
#19008 Operations - Ext. Ice Machine	-	10,750	10,750
#18097 Lodge - Sink	-	12,271	12,271
#14006 Mailbox (Concrete Pads)	229,743	24,015	253,758
Total Repair & Replacement Fund Acct 02-0670	7,955,272	742,738	8,698,010

Canyon Lake Property Owners Association

Road Reserve Fund Expenditures

2021-2024 To Date Ending April 2024	2023-2024 To Date Ending April 2025	Project Totals 5/1/21 to 04/30/25
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	44,453	329,136
	2,844,717	8,260,645
	-	301,790
	-	202,493
	-	94,514
	-	1,950
	-	15,550
	-	6,450
	-	10,911
	-	2,500
	-	2,900
	1,200	1,200
	2,890,370	9,230,040

3-2209-00 "Year Two" Engineering (\$284,710)

3-2306-00 "Year Two" Pavement Project (\$8,033,001)

3-2310-00 "Year Two" Concrete Work (\$301,790)

3-2411-00 "Year Three" Pavement Engineering Services (\$74,006)

3-2104-01 Pavement Imp Plan Design

3-2102-00 Pavement Condition Index

3-2104-00 Campground - Misc Road Repairs

3-2201-02 Striping - (Holiday Harbor)

3-2201-01 Striping CLDS

#14017 - Traffic Signs

Misc Repairs

Traffic Study

Lodge Parking lot ADA Improvements

Total Road Reserve Fund Acct 03-0670

Canyon Lake Property Owners Association

FUND 05 CAPITAL IMPROVEMENT PROJECTS

Ending April 30, 2025

	2023-2024 December 31, 2024	Project Totals 5/1/20 to 04/30/25
5-2111-01 Flag Poles	-	-
5-2004-00 Sierra Park North Pump Track Design & Engineering \$88,690.00	-	11,368
5-2010-03 Roadrunner Restroom Design \$31,800	-	239,230
5-2102-01 Mailbox Lighting Project \$145,320	-	29,798
5-2102-02 Sierra Park Shade Structures \$ 126,195	4,625.00	126,275
5-2102-03 Indian Beach Shade Project \$131,056	-	120,227
5-2105-00 Surveillance System -- Happy Camp	-	144,482
5-2105-01 Speed Trailer (3rd)	-	12,299
5-2105-02 Large Dog Park Phase 2	-	13,483
5-2105-03 Road Runner Park Restroom \$184,000	-	16,586
5-2106-00 Office Remodel P & C	-	215,569
5-2106-01 Sierra Park North \$2,200,000 *	-	11,373
5-2107-00 Equestrian Center Barn Fans	-	2,178,563
5-2107-01 Lighthouse Restaurant & Bar Remodel	-	2,575
5-2108-00 Shade Canopy Lodge/Bar Patio	-	270
5-2108-01 Rob Caveney Park - Fencing	-	30,436
5-2111-00 Pickleball Courts Phase 2 Design	-	10,940
5-2111-00 Happy Camp Propane Dispenser	-	43,175
5-2109-01 Sprinklers POA and Conference Room	-	10,775
5-2203-00 Community Solar Project	-	3,071
5-2206-00 Country Club Patio Shade Project	-	7,920
5-2302-00 Pickleball Phase 2	-	73,525
5-2302-01 Lodge Patio Event Space	2,331.25	356,549
5-2303-01 Community Garden Area \$16,000	53,683.36	599,871
	-	18,346

5-2305-00 Senior Center Backup Generator \$22,200
 5-2308-01 Cameras \$10,880.70
 5-2307-01 Golf Shade \$6,636
 5-2309-01 Lodge Holiday Bay Room Speakers \$3,520
 5-2311-00 Community Signs
 5-2311-01 Tennis Area Shade Project \$319,530.96
 GM Authorized Expenditure Indian Beach Dock
 GM Authorized Expenditure - Speed Trailers
 Outrigger South Project Topography

-	20,700
-	19,255
-	6,636
-	3,520
-	5,795
158,385.69	301,547
4,674.38	6,550
35,513.85	35,514
6,500.00	6,500
265,713.53	4,682,724