

**DATE: October 7, 2025**

**TO: Board of Directors**

**FROM: Director of Community Services, Tiffany Cribbs**

**RE: Rule Approval – Parks & Beaches Rule Removals**

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## **Background**

The Rules & Regulations Review Committee was tasked with reviewing the Rules & Regulations and recommending ways to streamline the document. This action item focuses on reducing redundancy and improving clarity in the Parks & Beaches section to ensure the rules are straightforward to understand and enforce.

It is recommended to remove the following rules, as they are already addressed in the General Rules:

- Parks & Beaches 2.6: No Dogs (*regulated under GR.5.13*)
- Parks & Beaches 2.7: No Loud or Offensive Music (*regulated under in GR 2.18a*)

It is recommended to relocate the following rule to the General Rules:

- Parks & Beaches 2.9: No Cleaning, Painting, or Repairing Boats, Equipment or Any Other Items on CLPOA Property

It is recommended to remove the following rules, as they are policies rather than rules:

- Parks & Beaches 3.1: No Lifeguards or Attendants on Duty
- Parks & Beaches Section IV: Reservations Policy for Usage of Roadrunner Park Pavilion & Barbeques
  - o Parks & Beaches 4.1: Sanctioned Clubs
  - o Parks & Beaches 4.2: Group Functions
- Parks & Beaches Section V: Reservations Policy for Usage of Holiday Harbor Kitchen, Patio, East Pavilion and Eastport Park Kitchen
  - o Parks & Beaches 5.1: Sanctioned Clubs
  - o Parks & Beaches 5.2: Sanctioned Clubs
- Parks & Beaches Section VI: Reservations Policy for Usage of Holiday Harbor on the 4<sup>th</sup> of July Holiday
  - o Parks & Beaches 6.1: "Lottery Style" Drawing for Assignment of Tables
  - o Parks & Beaches 6.2: Place and Time
  - o Parks & Beaches 6.3: Members in Good Standing
  - o Parks & Beaches 6.4: Must Be Present In Person/Sign-in
  - o Parks & Beaches 6.5: One (1) Reservation Per Tract/Lot
- Parks & Beaches Section VII

It is recommended to revise ***Parks & Beaches 3.5 Group Functions*** to clarify that reservations guarantee exclusive use, events with more than fifty (50) attendees require both a Canyon Lake POA reservation and a City permit, and members or guests may not occupy areas previously reserved by another member.

These rule changes were presented to the Board and approved as 28 Day Readings at the September Regular Session Board Meeting.

**Fiscal Impact**

The fine for ***Parks & Beaches 2.6 No Dogs*** is currently \$100; removing this rule would eliminate that fine. The fine for ***Parks & Beaches 2.7 No Loud or Offensive Music*** is also \$100; removing this rule would eliminate that fine as well.

**Recommendation**

It is recommended that the Board of Directors approve the rule changes and removals, as presented, from the Parks & Beaches section of the Rules & Regulations.



Director of Community Services

# PARKS & BEACHES (PB)

## CURRENT RULES WITH CHANGES HIGHLIGHTED

### PARKS & BEACHES (PB)

**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

There are ~~fifteen~~ **seventeen** (157) parks and beaches within the community. Each location has different features such as playground equipment, grass and shaded areas; however, some of the locations have other amenities as well including:

- **General:** Picnic Areas, Restrooms, Showers
- **Food & Gathering:** Barbeques, Kitchens, Patios/Pavilions
- **Recreation:** Exercise Stations, Playgrounds, Walking Paths, Volleyball Courts, Horseshoe Courts
- **Water Access:** Docks/Launch Ramps, Fishing Access, Roped Swimming Areas

- ~~Barbeques~~
- ~~Docks / Launch Ramps~~
- ~~Fishing Access~~
- ~~Horseshoe Court~~
- ~~Kitchens~~
- ~~Patios / Pavilions~~
- ~~Pedestrian Walk~~
- ~~Playground Equipment~~
- ~~Restrooms~~
- ~~Roped Swimming Areas~~
- ~~Shaded Picnic Areas~~
- ~~Showers~~
- ~~Volleyball Court~~

#### **Park and Beach Hours:**

October 1 – April 30, 8 a.m. to 8 p.m.; May 1 – September 30, 8 a.m. to 10 p.m.

*Exception: Eastport Park is open from 6 a.m. – 10 p.m. year-round. After-hours launch site parking is available. Any personal possessions left at parks or beaches when closed will be removed by the Canyon Lake POA. Contact Canyon Lake POA’s Operations Department for lost and found items.*

For additional information about the Parks & Beaches, go to the **Canyon Lake POA** website.

#### SECTION II - PARKS AND BEACHES RULES

Parks and Beaches rules have been established to maintain safety and accord for Members, Member’s family, guests and / or invitees. These rules are to be adhered to by all. Any violation of the rules may result in an applicable fine.

# PARKS & BEACHES (PB)

## **PB.2.1 Park and Beach Hours**

Park and Beach Hours are: October 1 – April 30, 8 a.m. to 8 p.m., May 1 – September 30, 8 a.m. to 10 p.m. EXCEPTION: East Port Park hours are 6 a.m. – 10 p.m. PM year around. After hours launch site parking is available. Any personal possessions left at parks or beaches when closed will be removed by the CLPOA. NOTE: Contact the Operations department for lost and found items.

## **PB.2.1 Designated Parking**

All vehicles must park in designated areas. Vehicles are not allowed in the parks or beaches areas after closure.

**PB.2.1a Overnight Parking at Lodge** - Overnight Parking at Lodge Vehicles/Golf Carts may be parked overnight in the Lodge parking area for no longer than a 24 hour period when an event is scheduled or the bar/restaurant is open for business the same day.

## **PB.2.2 Propane Grills / Fire Extinguisher Required**

Propane grills are allowed at designated parks; however, a fire extinguisher must be on hand.

## **PB.2.3 No Open Fires / No Beach Fires**

No open fires and / or beach fires are permitted. Charcoal fires are permitted in designated barbecues. Remains must be disposed of in a safe manner and all embers must be extinguished properly.

## **PB.2.4 No Golf Carts, Bicycles, Skateboards, Scooters or Motor Vehicles on Landscaped Areas or Playground Area/Equipment**

No golf carts, bicycles, skateboards, scooters or motor vehicles on landscaped areas or playground area/equipment.

## **PB.2.6 No Dogs**

No dogs are permitted in the lake, parks or beaches unless otherwise designated.

## **PB.2.7 No Loud or Offensive Music**

No loud or offensive music is permitted. Any reserved function or event must comply with the local noise ordinance. Requests to play music at an organized event or function must be made through the Activities Department. Bands are subject to the local noise ordinance and will be enforced by the CLPOA and / or City of Canyon Lake. CLPOA has adopted Ordinance No. 101 from the City of Canyon Lake's Municipal Code, Chapter 11.30, Regulating Noise as the basis for this rule.

## **PB.2.5 Reserved Sites**

No one is permitted to occupy a picnic, party or event site ("reserved site") which was not duly reserved with the CLPOA for the use of the occupant(s). Reservations must be made through the Activities Department. Unauthorized occupancy of a reserved site is subject to payment of applicable fine per day plus reimbursement to the CLPOA of the prevailing daily site reservation charge for the site occupied without authority.

## **PB.2.9 No Cleaning, Painting or Repairing Boats, Equipment or Any Other Items on CLPOA Property**

Landing floats, bathing beaches, common docks and other CLPOA common property shall not be sites for cleaning, painting or repairing boats, equipment or any other items of any kind including private dock assembly.

# PARKS & BEACHES (PB)

## **PB.2.6 No Glass Containers**

No glass containers of any kind are allowed within the beaches.

## **SECTION III - PARKS & BEACHES POLICY FOR USAGE**

Parks and Beaches policy has been established for the safety and enjoyment of all when using any of the facilities.

### **~~PB.3.1 No Lifeguards or Attendants on Duty~~**

~~There are no life guards or attendants on duty at any beach. Swimming and water activities are at your own risk.~~

### **PB.3.1 Availability of Non-Reservable Parks**

Availability of parks that are not reservable is on a first-come, first-served basis.

### **PB.3.2 Outside Vendors**

Outside vendors must make prior arrangements and provide proper documentation to the **Canyon Lake** POA before use.

### **PB.3.3 Jumpers / Bounce Houses and / or Amusement Rentals or Props**

Jumpers, bounce houses and / or amusement rentals or props are allowed only under these conditions with prior approval from the **Canyon Lake** POA before use. NOTE: Contact the **Activities Recreation** Department for information and additional documents required for use of outside rental equipment.

**PB.3.3a Facility Use Fee / Documentation Required** - There may be a Facility Use fee to use a jumper / bounce house / amusement rental or prop and required documentation must be provided to the **Canyon Lake** POA.

**PB.3.3b Proof of Insurance** - All jumper / bounce house / amusement rental or prop companies must submit proof of insurance and provide a "Certificate of Liability Insurance" on file with the **Canyon Lake** POA.

**PB.3.3c Liability Coverage / CLPOA Named as Additional Insured** - The "Certificate of Liability" must have a minimum liability of \$300,000.00 coverage and name the **Canyon Lake** POA as additional insured with the **Canyon Lake** POA address.

**PB.3.3d Use of Generator at Locations with No Outlet for Electricity** - A generator must be used at locations where there is no electrical outlet available. Even at locations with no electrical outlet, a Facility Use fee must be paid and proper documentation provided to the **Canyon Lake** POA prior to use.

### **PB.3.4 Reservations for Group Functions**

Members may reserve designated park and beach areas for group functions through the Recreation Department. Reservations are not required to use parks and beaches; however, only a confirmed reservation guarantees exclusive use of a designated area. The **Facility Use Policy** outlines the designated reservable areas and the reservation process.

**PB.3.5a City Permit Required** - Events with more than fifty (50) attendees require a City of Canyon Lake permit.

**PB.3.5b Reserved Area Use** – Members or guests may not occupy or use an area that has been previously reserved by another member.

# PARKS & BEACHES (PB)

Designated park and beach areas may be reserved for group functions. These reservations must be made through the Activities Department. NOTE: Contact the Activities Department for additional information on reservations for group functions.

**PB.3.5a Availability** – Availability is on a first-come, first-served basis.

**PB.3.5b Payment** – Payment is required to secure booking of the reservation.

**PB.3.5c Tentative Bookings** – Tentative bookings are good for one (1) week. Payment in full is required, or the booking will be released to the membership.

**PB.3.5d Refunds** – Request for refunds for previously paid reservations must be made forty-eight (48) hours prior to cancellation in writing.

**PB.3.5e Use of Water and Electricity at Reserved Sites** – If paying a park reservation fee, water and electricity may be used, as needed.

## ~~SECTION IV – RESERVATIONS POLICY FOR USAGE OF ROADRUNNER PARK PAVILION AND BARBEQUES~~

Roadrunner Park Pavilion and Barbecues may be reserved for the day. Reservations must be made with the Activities department. These facilities may not be rented on any CLPOA recognized holiday.

### ~~PB.4.1 Sanctioned Clubs~~

For sanctioned clubs that are in good standing with the CLPOA, there is no charge; however, a representative from the club will be responsible for clean-up.

### ~~PB.4.2 Group Functions~~

For all other groups, there is a rental fee for the use of these facilities. CLPOA maintenance staff will post “reserved” signs and turn on the lights, if applicable.

## ~~SECTION V – RESERVATIONS POLICY FOR USAGE OF HOLIDAY HARBOR KITCHEN, PATIO, EAST PAVILION AND EASTPORT PARK KITCHEN~~

Holiday Harbor kitchen, patio, east pavilion and East Port Park kitchen may be reserved on a daily basis. Reservations must be made with the Activities department. These facilities may not be rented on any CLPOA recognized holiday.

### ~~PB.5.1 Sanctioned Clubs~~

For sanctioned clubs that are in good standing with the CLPOA, there is no rental fee or cleaning deposit; however, a representative will be responsible for clean-up.

### ~~PB.5.2 Group Functions~~

For all other groups, there is a rental fee and a cleaning deposit required for the use of these facilities. NOTE: The cleaning deposit will be refunded after the facility has been inspected and determined to be back to its original condition. CLPOA maintenance staff will post “reserved” signs and turn on the lights, if applicable.

## ~~SECTION VI – RESERVATIONS POLICY FOR USAGE OF HOLIDAY HARBOR ON THE 4TH OF JULY HOLIDAY~~

For the 4th of July at Holiday Harbor, all table reservations must be made through the Activities

# PARKS & BEACHES (PB)

department.

## **~~PB.6.1 “Lottery Style” Drawing for Assignment of Tables~~**

~~The Activities Department will hold a “lottery style” drawing each year to assign tables at Holiday Harbor for the 4th of July holiday.~~

## **~~PB.6.2 Place and Time~~**

~~The drawing will take place at least one week preceding the 4th of July holiday. Notification of the date, time and location will be published in advance. NOTE: Contact the Activities Department for additional information.~~

## **~~PB.6.3 Members in Good Standing~~**

~~Members must be “Members in Good Standing” to participate in the drawing.~~

## **~~PB.6.4 Must be Present in Person / Sign In~~**

~~The Prime or Associate Member, or an authorized agent of the Member shall be present and must sign in on the day of the drawing.~~

## **~~PB.6.5 One (1) Reservation Per Tract / Lot~~**

~~Only one (1) reservation is permitted per tract / lot. CLPOA maintenance staff will post “reserved” signs, as applicable.~~

## **~~SECTION VII – POLICY FOR LARGE GROUPS OR GATHERINGS AT NON-RESERVABLE PARKS~~**

~~Large groups or gatherings with thirty (30) or more persons at non-reservable parks (e.g. Sierra Park, Indian Beach, East Port Park, etc.) shall request use of the park through the Activities Department and pay a damage deposit for use of the park by the group or gathering. [Refer to the Schedule of Fees for additional information on deposits and fees.] CLPOA maintenance staff will post “reserved” signs, as applicable.~~

## FINE SCHEDULE

<b>PARKS &amp; BEACHES RULES</b>		
<b>Section No.</b>	<b>Abbreviated Violation</b>	<b>Fine Amount</b>
PB.2.1	Designated Parking	\$50.00
PB.2.1a	Overnight Parking at Lodge	\$50.00
PB.2.2	Propane Grills / Fire Extinguisher	\$50.00
PB.2.3	Open / Beach Fire	\$50.00
PB.2.4	Golf Carts, Bicycles, Skateboards, Etc. on Landscape	\$50.00
<del>PB.2.6</del>	<del>Dogs</del>	<del>\$100.00</del>
<del>PB.2.7</del>	<del>Loud Music</del>	<del>\$100.00</del>
PB.2.5	Reserved Sites	\$200.00
<del>PB.2.9</del>	<del>Working on CLPOA Property</del>	<del>\$100.00</del>
PB.2.6	No Glass Containers On Beaches	\$50.00 Per Occurrence
PB.3.2	Outside Vendors	\$100.00
PB.3.3a	Facility Use	\$50.00
PB.3.3b	Proof of Insurance	\$50.00
PB.3.3d	Generators	\$50.00
<del>PB.3.5</del>	<del>Group Functions</del>	<del>\$100.00</del>
PB.3.4b	Reserved Area Use	\$100.00

## **REVISED PROPOSED RULES**

### **PARKS & BEACHES (PB)**

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There are seventeen (17) parks and beaches within the community. Each location has different features such as playground equipment, grass and shaded areas; however, some of the locations have other amenities as well including:

- **General:** Picnic Areas, Restrooms, Showers
- **Food & Gathering:** Barbeques, Kitchens, Patios/Pavilions
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