



ORIGINAL

The Canyon Lake Property Owners Association Board of Directors (Board) met in Regular Session on Tuesday, August 6, 2024. President Bill Van Vleet called the meeting to order at 6:02 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 Theresa Felicia; General Manager Eric Kazakoff; Sr. Manager of Planning and Compliance Cheryl Mitchell; Director of Finance Susan Dawood; Director of Operations Steve Schneider; Director of Community Services Tiffany Cribbs; Member Services Manager Mary Castaneda; Community Patrol Manager Ken Toler; ACC Chair Dave Humphrey; Director of Corporate Administration Harmony McNaughton; and Clerk of the Board Andrea Moreno.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by member David Humphrey.  
Verification of quorum by Clerk of the Board Andrea Moreno.

2. **Approval of Minutes**

- July 2, 2024

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

3. **Public Official Comments**

None.

4. **Presentations**

- Allied Universal Security Services Patrol Captain Zachary Wells and Community Patrol Manager Ken Toler provided a Community Patrol update.

5. **Announcements**

None.

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

The Board heard member comments.

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

MOTION/RESOLUTION: Upon motion properly made by President Van Vleet, items A and D were pulled.

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

MOTION/RESOLUTION: Upon motion properly made by Director Cook, second by Director Doherty and five votes in favor, Item D was approved.

MOTION/RESOLUTION: Upon motion properly made by President Van Vleet, second by Director Cook and five votes in favor, item A was approved.

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

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

**B. Report of Executive Session Actions**

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

**C. Authorization of Liens**

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

**D. APPROVAL: Reserve Funds Transfer**

MOTION/RESOLUTION: That the Board of Directors approve the compliance with Civil code 5515 prudent fiscal management, the transfer of \$640,000 between the Schwab Operating Reserve Account and the Schwab R&R Reserve Account in order to partially repay Inter fund balances due as of July 31, 2024. APPROVED

**8. Board Action Items**

**8.1 APPROVAL: Receive and File Annual Audit for Fiscal Year End (FYE) 2024**

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors receive and file the annual audit report for the FYE April 30, 2024. Director Doherty seconded. Five votes in favor. MOTION CARRIED

**8.2 APPROVAL: Annual Financial Statement Audit**

MOTION/RESOLUTION: President Van Vleet moved that the Board of Directors approve the auditor recommendation is that the CLPOA adopt a capitalization policy limit that follows IRS Guidelines for Applicable Financial Statements (AFS). The minimum capitalization limit is \$2,500 and the recommended capitalization limit for larger companies with AFS reporting requirements would be \$5,000. Director Cook seconded. MOTION FAILED

MOTION/RESOLUTION: President Van Vleet made a subsidiary motion that the Board of Directors approve the auditor recommendation that the CLPOA adopt a capitalization policy limit that follows IRS Guidelines for Applicable Financial Statements (AFS). In the amount of \$5,000 for the next fiscal budget year 2025/2026. Director Bill seconded. Five votes in favor. MOTION CARRIED

**8.3 APPROVAL: Senior Work Group Committee Member Appointment**

MOTION/RESOLUTION: President Van Vleet moved that the Board of Directors approve to appoint Paul Hawker as a member of the Senior Work Group; contingent upon execution of the confidentiality agreement. Director Bill seconded. MOTION CARRIED

8.4 APPROVAL: Finance Committee Member Appointment

MOTION/RESOLUTION: Director Bill moved that the Board of Directors approve to appoint Terri Washle as a member of the Finance Committee. Director Cook seconded. Five votes in favor.  
MOTION CARRIED

8.5 28-Day Reading: Happy Camp Revise Rules HC.2.2-HC.5.1

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve the 28-day reading to revise rules HC.2.2-HC.5.1, as attached with the corrections to HC.3.10 as "48-hour intermission" and to HC.5.1 to strike through "on a first come, first serve basis". Director Doherty seconded. Five votes in favor. MOTION CARRIED

8.6 28-Day Reading: Rule Revision GR.2.9 Malicious Mischief

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve the 28-day reading to revise rule GR.2.9, as attached. Director Kamashian seconded. Five votes in favor.  
MOTION CARRIED

8.7 28-Day Reading: Permanent Guest List and Annual Guests

MOTION/RESOLUTION: President Van Vleet moved that the Board of Directors table this item. Director Doherty 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**

- A. Holly Durston 29188 Big Range Rd.  
Appealing ACC Denial of Gate (Right Side) to Neighboring Property  
Item not reviewed.

12. **Next Meeting Date**

- Tuesday, September 3, 2024, at 1:00 p.m. – Executive Session
- Tuesday, September 3, 2024, at 6:00 p.m. – Regular Session

13. **Adjournment**

MOTION/RESOLUTION: Director Cook moved to adjourn the meeting. Director Kamashian seconded.  
Meeting adjourned at 6:56pm.

Minutes approved:  Approved on: 09/03/2024