

Board of Directors
Regular Session Board Meeting Agenda
Tuesday, July 2, 2024 - 6:00 P.M.
22200 Canyon Club Drive, Canyon Lake, CA 92587
This meeting may also be joined virtually at vm.clpoa.net
Dial into the Zoom meeting by phone: 1-669-900-6833
Meeting ID: 837 3700 4446

1. **Welcome and Call to Order**
 - Pledge of Allegiance
 - Verification of Quorum
2. **Approval of Minutes**
 - June 4, 2024
3. **Public Official Comments**
4. **Presentations**
 - 4th of July
 - Community Patrol Update
 - Member of the Month
5. **Announcements**
6. **Member Comments on Non-Personnel Issues** (30 minutes total and limited to 3 minutes per person)
As a member of this association, you are welcome to address the Board of Directors at Regular Open Session Board Meetings. Please submit a written request to the clerk of the board. Please include your Name and Tract and Lot with your written member comment. All comments shall be limited to three (3) minutes and must be relevant to matters within the CLPOA jurisdiction. The comment section will be limited to 30 minutes total. The Board of Directors reserve the right to limit this section of the meeting to a time they believe is appropriate. Please note: Pursuant to Civil Code §4930, the Board of Directors is prohibited from discussing or taking action on items not on the agenda. Therefore, if a response is given, it will be limited to the following: the matter will be taken under advisement, the matter will be referred to appropriate personnel or a very limited factual response will be provided.
7. **Consent Agenda** (Items A - B)
 - A. **APPROVAL: Ratify Monthly Financial Statement Review** (Susan Dawood)
Proposed Resolution: That the Board of Directors review and approve the monthly Financial Statements, and all additional required information per Code Sec. 5500.
 - B. **Report of Executive Session Actions** (Harmony McNaughton)
Proposed Resolution: That the Board of Directors review and approve the Executive Session Actions, as written.
8. **Board Action Items**
 - 8.1 **APPROVAL: Committee Policy Revision** (Harmony McNaughton)

Proposed Resolution: It is recommended that the Board of Directors approve the revised Canyon Lake POA Committee Policy, as attached.

8.2 APPROVAL: ACC Committee Member Appointment (President Van Vleet)

Proposed Resolution: It is recommended that the Board of Directors approve to appoint Chris Poland as an alternate member of the Architectural Control Committee; contingent upon execution of the confidentiality agreement.

8.3 APPROVAL: Recreation Committee Member Appointment (Steve Schneider)

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

8.4 APPROVAL: Recreation Committee Member Appointment (Steve Schneider)

Proposed Resolution: It is recommended that the Board of Directors approve to appoint Natassia Wright as a member of the Recreation Committee, contingent upon execution of the confidentiality agreement.

8.5 28-Day Reading: Revise Rule PC.4.19 Property Maintenance Required (Cheryl Mitchell)

Proposed Resolution: It is recommended that the Board of Directors approve the 28-day reading to revise rule PC.4.19, as attached.

8.6 28-Day Reading: Revise Rule PC.2.9 Structures (Cheryl Mitchell)

Proposed Resolution: It is recommended that the Board of Directors approve the 28-day reading to revise rule PC.2.9, as attached.

9. Association Reports

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

10. Board Comments

11. Architectural Appeals

None.

12. Next Meeting Date

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

13. Adjournment

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

The Canyon Lake Property Owners Association Board of Directors (Board) met in Regular Session on Tuesday, June 4, 2024. President Bill Van Vleet called the meeting to order at 6:07 p.m. Directors present were Joe Kamashian and Greg Doherty. Directors Jeff Bill and Alex Cook were absent, three Board Members were present. Quorum was met. Also present were; Legal Counsel, Attorney Sean Kane; Member Services Manager Mary Ziegler; Sr. Manager of Planning and Compliance Cheryl Mitchell; ACC Chair Dave Humphrey; ACC Member John Stelzner, Director of Community Services Tiffany Cribbs; Community Patrol Manager Ken Toler; 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 John Stelzner.
Quorum was verified by Clerk of the Board Andrea Moreno.

2. Approval of Minutes

- May 7, 2024
- May 17, 2024

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve the Regular Session Board Meeting Minutes, as attached. Director Kamashian seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

3. Public Official Comments

The Board heard comments from public officials.

4. Presentations

- Allied Universal Security Services Community Patrol Captain Zachary Wells provided a Community Patrol Update.
- Director Kamashian recognized the Member of the Month – Steve Libring
- General Manger Eric Kazakoff recognized the Employee of the Quarter – David Cordoza

5. Announcements

- General Manager Eric Kazakoff announced the onboarding of the new Community Patrol Manager, Ken Toler.

6. Member Comments on Non-Personnel Issues

The Board heard member comments.

7. Consent Agenda (Items A - C)

MOTION/RESOLUTION: Upon motion properly made by Director Kamashian, seconded by Director Doherty and five votes in favor, items A, B and C were approved. Three votes in favor, Directors Cook and Bill were absent. 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. APPROVAL: Report of Executive Session Actions

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

C. APPROVAL: Authorization of Liens

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

8. **Board Action Items**

8.1 APPROVAL: Appeals Committee Chairperson, Member and Alternate Member Appointment

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve to appoint Brian Wood as Chairperson, Terry Jarvis and Renee Griffiths as members, and Kelly Clement as an alternate member of the Appeals Committee; contingent upon execution of the confidentiality agreement. Director Doherty seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

8.2 APPROVAL: Estates Committee Member Appointment

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve to appoint Bob Jacobson as a member of the Estates Committee; contingent upon execution of the confidentiality agreement. Director Kamashian seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

8.3 APPROVAL: Security Advisory Committee Member Appointment

MOTION/RESOLUTION: President Van Vleet moved that the Board of Directors approve to appoint Terry Jarvis as a member of the Security Advisory Committee, effective immediately. Director Kamashian seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

8.4 APPROVAL: Add New Rule GR.5.1u Yield

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve to add rule GR.5.1u, as attached. Director Doherty seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

8.5 APPROVAL: Revise Rule PC.5.12 Solar Panels

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve to revise rule PC.5.12, as attached. Director Doherty seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

8.6 APPROVAL: Revise Rule PC.5.13 Swimming Pool, Spa, and Water Feature/Pond

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve to revise rule PC.5.13, as attached. Director Kamashian seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

8.7 APPROVAL: Revise Rule PC.10.1 Swimming Pools Located in the Shore Zone

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve to revise rule PC.10.1, as attached. Director Kamashian seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

8.8 APPROVAL: Revise Rule PC.10.7 Lake Protection

MOTION/RESOLUTION: President Van Vleet moved that the Board of Directors approve to revise rule PC.10.7, as attached. Director Doherty seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

8.9 APPROVAL: Revise Rules LR.4.1 and CC.4.1 - Reservable Locations of Restaurants

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve to revise rules LR.4.1 and CC.4.1, as attached. Director Doherty seconded. Three votes in favor, Directors Cook and Bill were absent. MOTION CARRIED

9. **Association Reports**

- Board Liaison Committee Reports
- General Manager Report
- Staff Reports, as written.

10. **Board Comments**

Directors provided comments.

11. **Architectural Appeals**

None.

12. **Next Meeting Date**

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

13. **Adjournment**

MOTION/RESOLUTION: Director Doherty moved to adjourn the meeting. Director Kamashian seconded. Meeting adjourned at 7:31 p.m.

Minutes approved: _____ Approved on: _____

TO: Board of Directors

FROM: Controller

RE: Monthly Financial Statement Review

Background

5500.

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

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

Fiscal Impact

None

Recommendation:

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

Susan C. Dawood, Controller

CANYON LAKE

PROPERTY OWNERS ASSOCIATION

Date: July 2, 2024

From: Harmony McNaughton

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, July 2, 2024. The meeting was called to order at approximately 1:00 p.m. Items discussed during this session included:

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

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

3rd Party Contract/Agreement - The Board of Directors and management held discussion on two (2) third party contract/agreements pending with the Association during this meeting.

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

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

Harmony McNaughton

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

CANYON LAKE

PROPERTY OWNERS ASSOCIATION

DATE: July 2, 2024

TO: Board of Directors

FROM: Corporate

APPROVAL: Committee Policy Revision

Background

The Committee Policy is a Board approved document that outlines the conduction of Canyon Lake POA committees and is updated as needed to accommodate the evolving needs of the community, long term plans, and the Board of Directors. The policy was evaluated during the Board's annual orientation in May 2024. The current guidelines specify term limits for committee members as a one-year term, with optional annual reappointment by the Board, and a two-year term for chairpersons to serve in that capacity.

The proposed change would allow chairpersons to serve for up to three consecutive years as chair, rather than two. This change is proposed to allow the successful leadership currently in place additional time to lead their groups. If approved, any current chairpersons would remain in that capacity until three consecutive years has been reached; at which time, they would return to a member position.

As always, staff and the Board of Directors are ever grateful for committee members' dedication to the Canyon Lake community and for their generous service as volunteers. This change aims to recognize and retain the excellent committee leadership currently in place.

Fiscal Impact

N/A

Recommendation

It is recommended that the Board of Directors approve to revise the Canyon Lake POA Committee Policy, as attached.

Harmony McNaughton

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

Division: Corporate
Policy No:
Effective Date: ~~October 4, 2022~~ July 2, 2024
This policy supersedes all previous Committee Policies.

Committee Policy

COMMITTEE POLICY

WHEREAS, Article VI, Section 1 of the Bylaws of the Canyon Lake Property Owners Association grants the Board of Directors the power to conduct, manage and control the affairs and business of the Association; and

WHEREAS, Article II. Section 2 (i) of the Bylaws grants the Board of Directors the power to appoint such committees as may be necessary to, or convenient in, the discharge of any of its obligations or powers; and

WHEREAS, Article VI, Section 1 (e) of the Bylaws grants the Board of Directors the power to appoint committees of the Association;

NOW, THEREFORE, BE IT RESOLVED THAT the following policy and procedures for committees be adopted:

COMMITTEE STRUCTURE:

STANDING COMMITTEES

The Canyon Lake Property Owners Association (CLPOA) Board of Directors (BOARD) shall have the authority to establish standing committees of Prime, Associate, or Sub-Associate Members in good standing (Member), as necessary to assist with the duties and affairs of the CLPOA. A standing committee is defined as a permanent committee which is an advisory group of members appointed by the BOARD on an annual basis. The committee shall perform specific duties as directed by the BOARD. Direction shall be provided by the Board through the BOARD liaison, in consultation with the General Manager, or ex-officio liaison assigned to the Committee.

The following are Standing Committees:

- Appeals Committee
- Architectural Control Committee
- Estates Committee
- Facilities Planning Committee
- Finance Committee
- Green Committee
- Recreation Committee
- Rules and Regulations Committee
- Security Advisory Committee

AD-HOC COMMITTEES

The BOARD may create or dissolve such other special or ad-hoc committees to serve specified purposes and duties, as deemed necessary, by resolution of the BOARD. Ad-hoc committees are created to serve in a

temporary capacity. Those committee's charters and schedules shall outline their specific functions and tasks as designated by the BOARD. Direction shall be provided through the BOARD liaison, in consultation with the General Manager, or ex-officio liaison assigned to the Committee.

The following are current Ad-hoc Committee(s):

WORK GROUPS

The BOARD may establish work groups to assist with specific projects or help maintain POA common areas as designated in the work group's charter. Work groups shall be given direction from the BOARD, in consultation with the General Manager or ex-officio liaison assigned to the group. Requests for projects, funding, or additional duties shall be filtered through the appropriate committees, Board Liaison and BOARD for review and decision. Any member in good standing with the CLPOA may be appointed by the BOARD to a work group for the CLPOA.

The following are Work Groups:

- Senior Work Group
- Tuesday Work Group

COMMITTEE MEMBER APPOINTMENTS:

MEMBERS

The members of each committee shall: be Prime, Associate or Sub-Associate members in good standing of the CLPOA, execute the confidentiality agreement, and abide by the CLPOA Social Media Policy. The members of all committees shall be appointed by the BOARD, and any vacancies from time to time existing shall be filled by appointment of the BOARD. Any committee member may be removed from their position with or without cause by the BOARD.

LIAISON

All committees, shall have a member of the BOARD assigned as a liaison between the BOARD and the committee. The BOARD member so assigned shall serve as a communication link and shall not attempt to exert influence upon the committee nor participate in the decision making of the committee. The liaison shall provide direction and other information to the committee that is not confidential, privileged or of a sensitive nature, where such information will assist a committee in fulfilling its functions. Liaison officers shall report on the monthly activities of their committees during the Open Session Meeting, and are not authorized to assign projects without BOARD, and General Manager approval.

EX-OFFICIO MEMBERS (STAFF LIAISONS)

The President and the General Manager of the CLPOA shall be non-voting ex-officio members of all committees and sub-committees. Other individuals may be designated as non-voting ex-officio members of a specific committee. All ex-officio members of the committee shall be given all meeting notices and other information provided to members of the committee.

EMPLOYEES OF CLPOA

The chairperson of each committee shall be authorized to consult with the management staff members involved in the activities of the committee but shall not give orders to any subordinate of the General Manager. Employees shall serve in an ex-officio capacity to provide current status information. Staff is not expected to provide administrative support without prior approval of the General Manager.

DESIGNATED COMMITTEE POSITIONS:

CHAIRPERSON

The chairperson of each committee shall be a member of the committee and shall be appointed by the BOARD. The chairperson of each committee shall supervise the activity of the committee and its sub-committees, giving assistance whenever necessary, ensure proper documentation of Agendas and Minutes, and that the activities of the committee and its sub-committees are coordinated (acting within the boundaries of the resolution parameters). The chairperson should draw upon the full output of the committee members to arrive at alternatives and options to present to the BOARD. The Chairperson of any one committee shall be limited to ~~two~~ three consecutive years of service in that capacity. Upon completion of their term as chairperson, the committee may recommend the appointment of the new Chairperson to the BOARD. The BOARD shall appoint the committee chairperson as each position becomes available.

SECRETARY

The chairperson of each committee and/or sub-committee shall appoint a secretary to keep minutes of the committee. Minutes shall be taken at all committee meetings by the secretary or a member serving as acting secretary. A copy of such minutes shall be filed in a timely manner with the CLPOA. Such records remain the property of the CLPOA. The same person shall not serve as chairperson and secretary of the same committee.

SUB-COMMITTEES

The chairperson of each committee shall have the power to appoint sub-committees for specified purposes and duties, not inconsistent with the specified purposes and duties of the committee, to serve for the term required but not to exceed the term of such chairperson. Members of the sub-committee shall be members in good standing of that committee or, at the discretion of the Chairperson, non-voting advisors with specific and needed expertise. Non-voting members must agree to sign the confidentiality agreement. Such sub-committees shall report their recommendations to the committee and may not act independently of the committee as a whole.

ALTERNATE COMMITTEE MEMBERS

The CLPOA and BOARD may determine that a committee have an alternate member(s) as part of the membership of the Committee. The alternate member shall be a voting member that will be allowed to deliberate and participate with full voting power, when any committee member is absent.

COMMITTEE QUALIFICATIONS:

ELIGIBILITY

All Prime, Associate or Sub-Associate Members shall be appointed to committees of the Association on an annual basis. The appointment date shall be determined by the BOARD each fiscal year. Only "Members in Good Standing" are eligible to serve on committees of the Association and shall be reviewed by the BOARD and appointed accordingly.

COMMITTEE MEMBER TERM LIMITS

All committee members and alternate committee members are eligible to serve unlimited one (1) year terms and shall be subject to approval and appointment annually in October by the BOARD. Committee members are eligible to have concurrent committee membership appointments.

TERMINATION OF SERVICE

All committees and the individual members thereof serve at the pleasure of the BOARD and may be removed with or without cause during their term. This policy shall be retroactive and members currently serving shall be subject to this policy.

RESIGNATIONS

Any committee member may resign at any time by giving written notice to the BOARD. Such resignation shall take effect on the day of the receipt of such notice or any later time specified therein. The acceptance by the BOARD of such resignation shall not be necessary to make it effective. If a member chooses to resign or step-down from a position on the committee, there will be a four (4) month waiting period before they can re-apply to be on the committee in any capacity.

COMMITTEE ROLES & RESPONSIBILITIES:

COMMITTEE CHARTER RESPONSIBILITIES

The responsibility of all committees shall be as outlined in the specific charter and/or resolution of the BOARD creating that committee. All committees are at all times under the direct supervision and control of the BOARD. No committee shall have the right to obligate the CLPOA in any way or in any sum. Members of a committee should not contact governmental officials, contractors, vendors, or agencies or others without the specific authorization of the BOARD, the General Manager of the CLPOA, or as may be provided in the resolution creating that committee.

The BOARD cannot delegate its responsibilities or the decision making required to carry out its responsibilities. Committees of the CLPOA, except the Architectural Control Committee and the Appeals Committee, can only operate in an advisory capacity. Committees may make recommendations but must understand that in fulfilling its fiduciary responsibilities, the BOARD is NOT bound to accept or agree with such recommendations.

MANNER OF OPERATION

The business of all committees shall be conducted in accordance with a modified version of Parliamentary Procedure from Community Association Institute, as a guideline, unless provided otherwise by resolution of the BOARD, and document through meeting agendas and minutes. Each committee shall conduct its business in accordance with the procedures set forth in the Bylaws for the CLPOA, the published rules and regulations of the CLPOA, and the resolution(s) of the BOARD creating that committee. The committees are charged with maintaining a constant awareness of legal obligations, risks and responsibilities of the CLPOA and with the rights of owners and residents of Canyon Lake.

MEETINGS

All open session committee meetings shall be open to any Member of the CLPOA. Each committee shall have a regular meeting schedule that is approved by the BOARD and be announced in advance. Meetings of all committees shall be held as necessary to carry out assignments and responsibilities.

Any committee which has within the scope of its duties any matters which would properly be the subject of an executive session shall hold committee meeting(s) and/or discussion(s) within closed, executive session when any of the following topics are under consideration:

- * Member discipline & personnel

* Litigation, potential litigation, or confidential legal advice

Similarly, any minutes taken of executive session meetings shall be written separately and shall not be distributed to anyone not entitled to attend such executive sessions. When determined by the chairperson of the committee and consistent with the requirements of an executive session, the committee may meet in closed session to consider member discipline, personnel and litigation matters.

QUORUM

The majority of the members appointed to a committee shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the members present at a duly held meeting at which a quorum is present shall be regarded as an action of the committee. When there is a tie vote, the motion shall be deferred to the BOARD with the exception of the Appeals Committee.

REPORTING

All committees shall report their activities to the BOARD monthly through their Board Liaison. The committee chair shall submit written reports, including minutes and attendance records of their meetings on a timely basis to the General Manager, at least fourteen (14) days prior to the next regular meeting. In the event a quorum was not present, any report from the committee to the General Manager and BOARD should reflect the members participating in such report.

BOARD REQUESTS

Committees may make recommendations to the BOARD by submitting a completed Recommendation Form to the General Manager. These requests shall be submitted when a committee is requesting funding for specific projects, or for modifications to a rule or policy, as requested by the BOARD. The General Manager shall process the Recommendation Form through the necessary steps, as identified on the attached flow chart.

CONFLICT OF INTEREST

Any member of a CLPOA Committee who could reasonably be expected to benefit in a direct and substantial way from the possible outcome of a committee action under discussion must disclose each time it is discussed that he/she has such an interest and abstain from voting and discussion on any motion affecting that interest.

DISSOLUTION OF A COMMITTEE

As the community, CLPOA, and BOARD evolve, changes may be made from time to time in the structure of any, or all committees serving the BOARD. As provided in the By-Laws, the BOARD may modify the structure of committees to fit the needs of the Association.

Date: July 2, 2024

To: Board of Directors

From: Bill Van Vleet

Board Action/Resolution: Committee Appointment – Architectural Control Committee

Background

The ACC has an open position for an alternate member and conducted interviews of interested candidates. Chris Poland is recommended based on his experience as a professional engineer.

Fiscal Impact

None.

Recommendation

It is recommended that the Board of Directors approve the appointment of Chris Poland to the Architectural Control Committee as an alternate, effective immediately.

Date: July 2nd, 2024

To: Board of Directors

From: Steve Schneider, Operations Department - CLPOA Staff Liaison

RE: Committee Appointment – Recreation Committee

Background

Alison Peacock has been selected for an open position on the Recreation Committee. The Recreation Committee unanimously accepted this member on June 11th, during their monthly committee meeting.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the appointment of Alison Peacock to the Recreation Committee, contingent upon execution of a confidentiality agreement, effective immediately.

Steve Schneider

Steve Schneider, Director of Operations

Date: July 2nd, 2024

To: Board of Directors

From: Steve Schneider, Operations Department - CLPOA Staff Liaison

RE: Committee Appointment – Recreation Committee

Background

Natassia Wright has been selected for an open position on the Recreation Committee. The Recreation Committee unanimously accepted this member on June 11th, during their monthly committee meeting.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the appointment of Natassia Wright to the Recreation Committee, contingent upon execution of a confidentiality agreement, effective immediately.

Steve Schneider

Steve Schneider, Director of Operations

Date: 7/2/24

Board Action Item

To: Board of Directors

From: Planning and Compliance Department

Re: 28-Day Reading for PC.4.19 Property Maintenance Required

Background

The Committee and staff is seeking approval from the Board of Directors for a revision to **PC.4.19 Property Maintenance Required**, for a 28-day reading.

The revised rule is to state changes to reflect a more defined understanding of what is considered storage; such as an unsightly property with bags of trash, garbage, business or construction material or supplies, items for recycling, vehicle parts to name a few.

The revision is an attempt to stop unnecessary storage of miscellaneous items, stop from storing on a long-term basis. Properties are to be kept and maintained in a clean manner to ensure value is not diminished and harmony is established in the neighborhood.

Items shall not be viewed from the street, lake, golf course and neighboring properties.

Fiscal Impact

Fine: \$250.00 per month (no change)

Recommendation

It is recommended that the Board of Directors approve a rule revision for **PC.4.19 Property Maintenance Required** for a **28**-day reading, as submitted.

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.4.19 Property Maintenance Required

All lots and the improvements thereon shall be maintained in a neat and attractive condition. All miscellaneous items shall be stored out of view from the street, lake, golf course or neighboring properties. Examples, bags of trash or garbage, items for recycling or need to be taken to the dump, vehicle parts, and construction supplies when no permit has been issued, etc.

Proposed Change ~~Redlined:~~

PC.4.19 Property Maintenance Required

All lots and the improvements thereon shall be maintained in a neat and attractive condition. All miscellaneous items shall be stored out of view from the street, lake, golf course or neighboring properties. Examples, bags of trash or garbage, items for recycling or need to be taken to the dump, vehicle parts, ~~business~~, and construction supplies when no permit has been issued, ~~long term storage of any items not regularly used~~, etc.

Proposed Change:

PC.4.19 Property Maintenance Required

All lots and the improvements thereon shall be maintained in a neat and attractive condition. All miscellaneous items shall be stored out of view from the street, lake, golf course or neighboring properties. Examples, bags of trash or garbage, items for recycling or need to be taken to the dump, vehicle parts, business, and construction supplies when no permit has been issued, long term storage of any items not regularly used, etc.

Fine – No change. \$250 monthly

Justification: Changes to reflect a more defined rules; more properties are being used like a storage facility that is viewed from all angles. The rule revision is an attempt to stop the unnecessary storage of items not regularly used. All unnecessary items to be removed out of site from street, lake, golf course and neighboring properties.

Date: 7/2/24

Board Action Item

To: Board of Directors

From: Planning and Compliance Department

Re: 28-Day Reading for PC.2.9 Structures

Background

The Committee and staff is seeking approval from the Board of Directors for a revision to **PC.2.9 Structures**, to include other items typically found in setbacks, which is a **CC&R**, which violates the setback requirement to be clear from any improvements which would include as follows:

1. Structures, such as building, accessory structures, support post(s), garden wall(s), gazebo, deck, pool, spa, and equipment.
2. The notation that "No structure may be installed in the five (5') foot side and rear setback.

Fiscal Impact

Fine: No fine for definitions.

Recommendation

It is recommended that the Board of Directors approve a rule revision for **PC.2.9 Structures** for a 28-day reading, as submitted.

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.2.9 Structure

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

Proposed Change Redlined:

PC.2.9 Structure

A structure is defined as a habitable or non-habitable building or part of a building, accessory structure, support post(s), garden wall(s), gazebo, deck, pool, spa, **equipment, fixed asset,** and other improvements. **NO structure may be installed in the five (5) foot side and rear setbacks.**

Proposed Change:

PC.2.9 Structure

A structure is defined as a habitable or non-habitable building or part of a building, accessory structure, support post(s), garden wall(s), gazebo, deck, pool, spa, **equipment, fixed asset,** and other improvements. **NO structure may be installed in the five (5) foot side and rear setbacks.**

Fine – No change. No fine for a definition.

Justification: The Committee has revised the rule to include other items that members want to install in the setbacks. PC.3.1 CC&Rs specifically states that **NO** structure may be installed in the Community, front and side setbacks. The rear setback has restrictions.

ACTIVITIES DEPARTMENT

Senior Center Dept. 19

- The Senior Committee meets at the Senior Center for their regular scheduled meeting on 1st Tuesdays at 9 am.
- June 30 Potluck – 70 taco dinners will be donated by Ria from the Sport's Stop, please bring drinks, appetizers, or dessert to this potluck. Sign-ups of 70 plus a waitlist was full by June 20.
- Potluck and LCR is the last Sunday of every month, except November or December. Bring a dish to share and stay for the game or leave as you need after the meal.
- Cancelled: Costco is hosting a hearing aid cleaning service on June 15, starting at 10 am, with time slots every 15 minutes, call Activities @ ext. 610 to register a time slot.

Activities Dept. 50

- Taco's & Family fun! Join us at the Lodge:
 - July 9, 16, 23, 30
- NEW Fitness class- Power Flow Yoga
 - Starts July 10
 - Wednesdays 5pm
- Planning for July 4 Firework show has been finalized. New limited parking at the Lodge starting at 4 pm.
- Park hours changed on May 1, 2024 – 8 am-10 pm.
- Community benches throughout community. Give Activities a call, send email or visit our website to order.
- Concerts At the Lodge 2024 Concerts
 - August 10 –**Craig Campbell**
 - November 2 – Colt Ford

Pool Dept. 54

- Summer Schedule
 - Sunday-Thursday
 - Lap Swim 6-10am
 - Open swim 10am- 9pm
 - Friday & Saturday
 - Lap Swim 6-10am
 - Open swim 10am-10pm
 - Schedule for the 4th and 5th of July
 - July 4th
 - Lap Swim 6-10am
 - Open swim 10am- 7pm
 - July 5th
 - Lap Swim 8-10am
 - Open swim 10am- 10pm
- Aqua Fitness
 - Monday through Friday 8 am & 9 am
 - Evening classes start June 3rd. Monday, Thursday & Friday
 - Day Pass- \$3
 - 10 classes punch card- \$25
 - Monthly unlimited punch card- \$35
- Swim lessons, Parent & Me, Water Polo
 - 1st week of our summer pool programming started June 17th.

- No classes 4th of July week
- Last day of lessons is Aug 2nd.
- Pool stats:
 - Month of May- total-4,332
 - Aqua fitness and lap swim – 654
 - Open swim – 7015
- Pool Movie night June 29th

Event & Activities Updates

Upcoming Events

- June 29 – Mermaid’s Tea @ the Lodge
- June 29 – Pool Movie Night
- June 30- Senior Center Potluck catered by Sports Stop
- July 4- 4th of July Fireworks
- July 9, 16, 23 & 30- Taco Tuesdays
- July 12- Movie Night at the Park
- July 13- All American Girl Tribute Concert by the Guild
- July 22-July 31- Community Theater Camp
- July 23- CL 9er’s Jr Golf Camp
- July 27- Pool Movie Night

Classes

- Active Fitness – new name, same class
 - Tuesday & Thursday, 9:30-10:15 am @ the Lodge
- Dance Cardio – Get Fit with Sticks
 - Thursday, 9:30-10:15 am @ the Lodge
- Mindfulness & Mobility
 - Monday, 9:30-10:15 am @ the Lodge
- Line Dancing
 - Tuesdays (Basic Introduction), 1-2 pm @ the Lodge
 - Tuesdays (Beginners), 2-4 pm @ the Lodge
 - Wednesdays (Improvers), 2-4 pm @ the Lodge
- Restorative Yoga
 - Thursdays, 7-8 pm @ the Lodge
 - Cancelled all of July

Committees

Senior Committee – no open positions

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

COMMUNICATION REPORT

Goals & Campaigns – June 2024

Goals & Objectives

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

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

Looking Forward

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

- **Online Enhancements**
(in progress or coming soon)
 - Member Spotlight Page
 - Employee of the Quarter Page
- **Community Project Promotions**
 - Tennis Court Shade Area Project
- **Upcoming Event Promotions**
 - Concerts at the Lodge Series
Craig Campbell
Colt Ford
 - Movie Nights at the Pool
 - Movie Nights at the Park
 - Tacos & Family Fun Nights
 - 4th of July Fireworks
- **Member Services Notices**
 - Fiscal Year Updates
 - Guest ePass
 - Canyon Lake Virtual Tours (360)
 - Notify Us
- **Community Safety/Security**
 - Lake Warning Flags
 - Lake Emergency Markers
 - Canyon Lake Camera Program
 - Access & Traffic
 - Electric Bicycle Registration and Safety Awareness
- **Canyon Lake POA Merchandise Store Redesign**
- **Dining and Event Promotions at Restaurants**
- **Amenity Promotions**
 - Golf Annual Membership Campaign
 - Golf Daily Play Promotion
(Canyon Lake residents only)

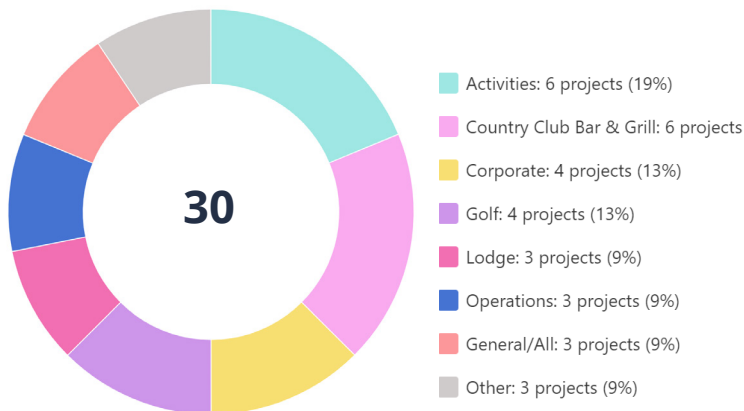
COMMUNICATION REPORT

KPI Dashboard – June 2024

ACTIVE CAMPAIGNS

June 2024

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



HIGHLIGHTS

597

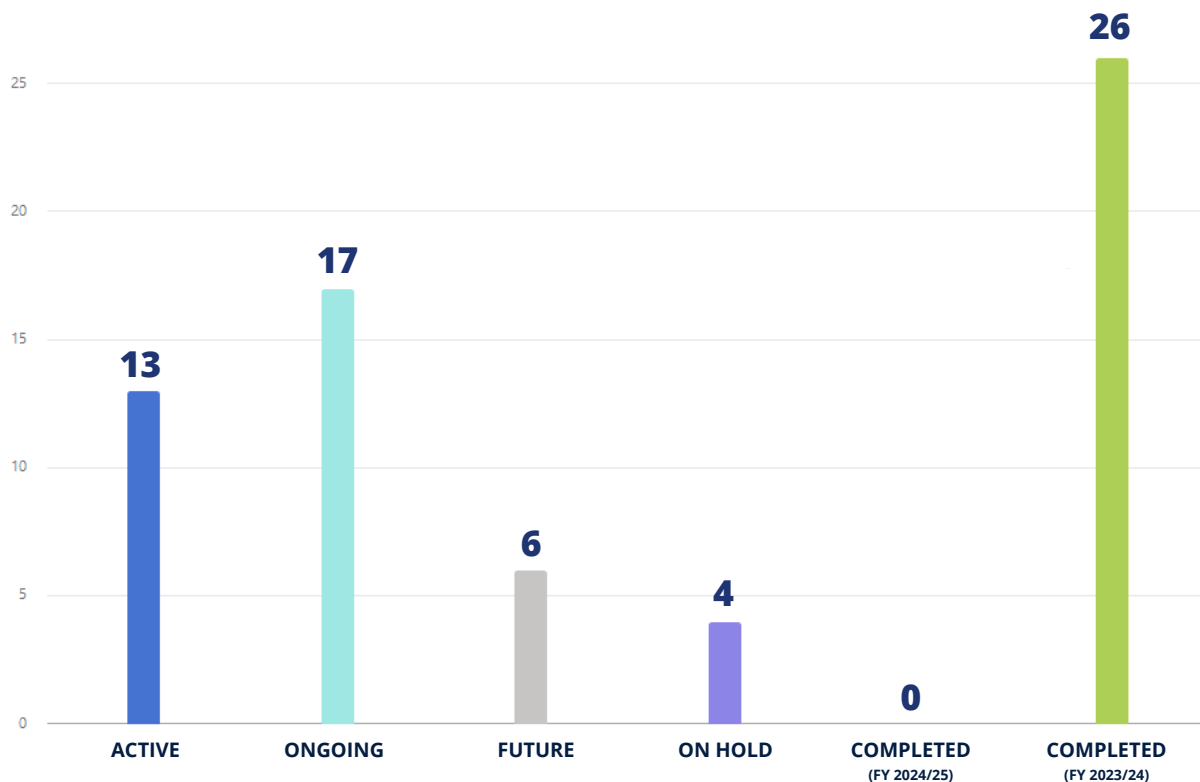
tasks completed
in June 2024

8

club events promoted
in fiscal year 2024/25

CAMPAIGN STATUS

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



FEATURE CAMPAIGNS – CANYON LAKE POA

June 2024

Community Promotions



TACOS & Family Fun
 Tuesday, June 11
 4 p.m. to 8 p.m. at the Lodge

FOOD
 Food Specials in the Lodge Holiday Bay Room
 Food Vendors:
 Baja Shrimp, Yo Cheesesteak, Kona Ice

DRINK SPECIALS
 (Available in the Sunset Bar and Lounge)

FAMILY FUN
 (Water Slides, Bounce House, Games, and DJ Music)

CANYON LAKE PROPERTY OWNERS ASSOCIATION
 @canyonlakepoa



Canyon Lake POA
4TH OF JULY
 INDEPENDENCE DAY

FIREWORKS
JULY 4 @ 9 P.M.
 GET DETAILS ONLINE
WWW.CLPOA.COM/JULY4



STAY CONNECTED
 WITH THE CANYON LAKE POA

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

WWW.CLPOA.COM/GET-CONNECTED

CANYON LAKE PROPERTY OWNERS ASSOCIATION
 @canyonlakepoa



NOTIFY US!

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

WWW.CLPOA.COM/NOTIFYUS

CANYON LAKE PROPERTY OWNERS ASSOCIATION
 @canyonlakepoa



SUMMER TENNIS CAMP

JUNE 17 – JUNE 21

AGES 4 – 6 \$60
 8:30 a.m. – 9 a.m.

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

Registration
 Call 951.760.0140

Tennis Pro
 Bobby Kielty
 kieltyrealty@aol.com



MOVIE
 at the **POOL**

SATURDAY, JUNE 29
 Movie starts at dusk

Family Friendly Flick
 Night Swimming
 Family Fun

Restaurant Promotions



CANYON LAKE COUNTRY CLUB BAR & GRILL

Father's DAY

SUNDAY, JUNE 16
SPECIALS

- New York Striploin with Mesquite Grilled Shrimp \$33
- All Burgers \$13
- BBQ Pork Ribs

Half Rack \$20 | Full Rack \$29

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

CANYON LAKE COUNTRY CLUB BAR & GRILL
 @canyonlakecountryclub



CANYON LAKE COUNTRY CLUB BAR & GRILL

4TH OF JULY
Grill
4 P.M. – 8 P.M.

On the Grill

- \$11 Burgers • \$8 Steak Kabob
- \$7 Shrimp Kabob • \$6 Chicken Kabob
- \$6 Bacon-Wrapped Hot Dogs • \$5 Bratwursts

\$3 Sides

- Baked Beans • Mashed Potatoes • Chef's Vegetables • Coleslaw • Fruit • Prime Rib Chili

\$6 Star-Spangled Piña Colada

Call 951.246.1773 or book online at www.canyonlakecc.com/reservations

CANYON LAKE COUNTRY CLUB BAR & GRILL
 @canyonlakecountryclub



SUNSET LOUNGE AND TERRACE

FATHER'S DAY
 BUY ANY BURGER AND GET A DRAFT BEER FOR A PENNY!

@thecanyonlakelodge



SUNSET LOUNGE AND TERRACE

LUNCH TIME!
12 P.M. – 4 P.M. | WEDNESDAY – SUNDAY

STOP BY THE LODGE FOR LUNCH FROM 12 P.M. TO 4 P.M. EVERY WEDNESDAY THROUGH SUNDAY AND ENJOY THE LAKE VIEWS FROM OUR PATIO!

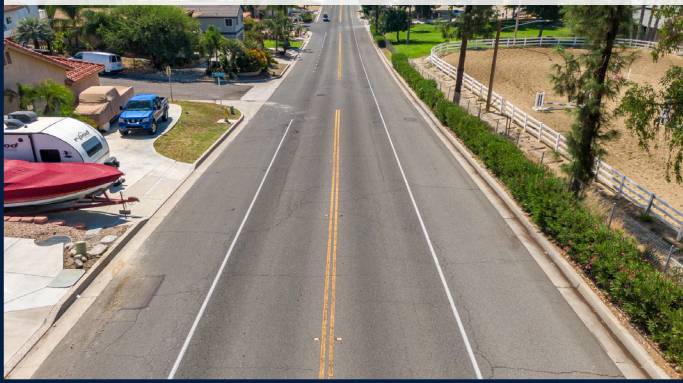
@thecanyonlakelodge

FEATURE CAMPAIGNS – CANYON LAKE POA

June 2024

Road Coverage | Phase 11

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



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



Road Coverage | Phase 3

San Joaquin Dr W (south) - Before



San Joaquin Dr W (south) - After



Tennis Court Shade Structure



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

COMMUNICATION REPORT

Website Highlights – June 2024

Website Analytics Highlights

Users ▾

17K

↓ 12.7%

Views ▾

60K

↓ 15.8%

Event count ▾

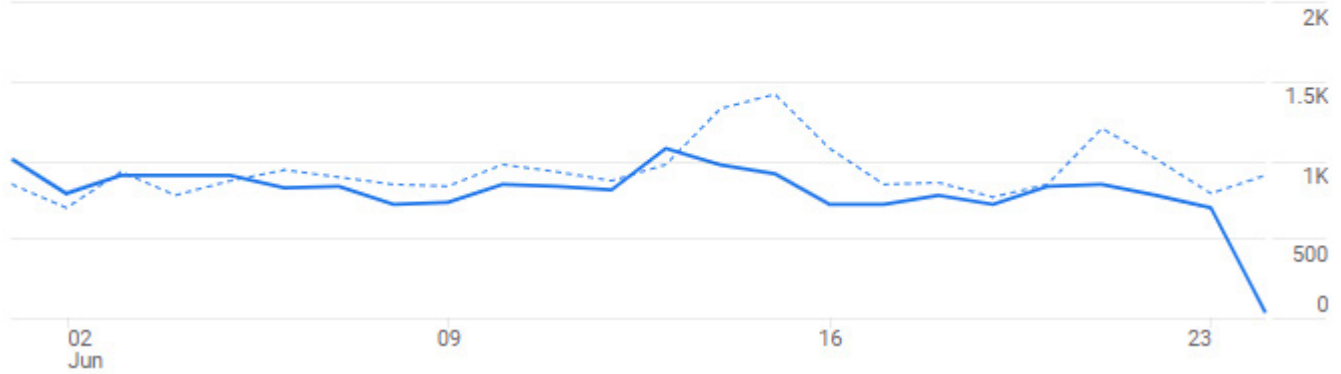
140K

↓ 15.7%

New users ▾

15K

↓ 13.3%



Top 15 Visited Website Pages

Page title and screen class ▾	+ ▾	↓ Views	Users	Views per user	Average engagement time	Event count
		100% of total	100% of total	Avg 0%	Avg 0%	100% of total
1	Home - Canyon Lake POA	9,865	5,393	1.83	28s	27,988
2	Login - Canyon Lake POA	5,530	2,248	2.46	4m 51s	12,614
3	(not set)	2,728	90	30.31	9m 01s	2,910
4	Camping - Canyon Lake POA	1,919	987	1.94	52s	4,927
5	Pickleball - Canyon Lake POA	1,900	376	5.05	59s	4,166
6	Home - Lighthouse Restaurant	1,836	1,181	1.55	13s	5,337
7	My Info - Canyon Lake POA	1,694	847	2.00	49s	3,479
8	Reservations - Canyon Lake POA	1,502	1,027	1.46	4s	3,609
9	Search - Canyon Lake POA	1,062	536	1.98	55s	2,144
10	Restaurant - Canyon Lake POA	1,013	736	1.38	19s	2,428
11	Make Payment - Canyon Lake POA	927	534	1.74	1m 30s	1,778
12	Reservations - Lighthouse Restaurant	861	606	1.42	2s	2,134
13	Events Reservation - Canyon Lake POA	830	522	1.59	28s	1,932
14	Events - Canyon Lake POA	826	536	1.54	52s	1,903
15	Pool - Canyon Lake POA	811	453	1.79	54s	1,883

COMMUNICATION REPORT

Social Media Highlights – June 2024

PERFORMANCE SUMMARY

21,658

Followers
Total

346

Published
Posts

395,557

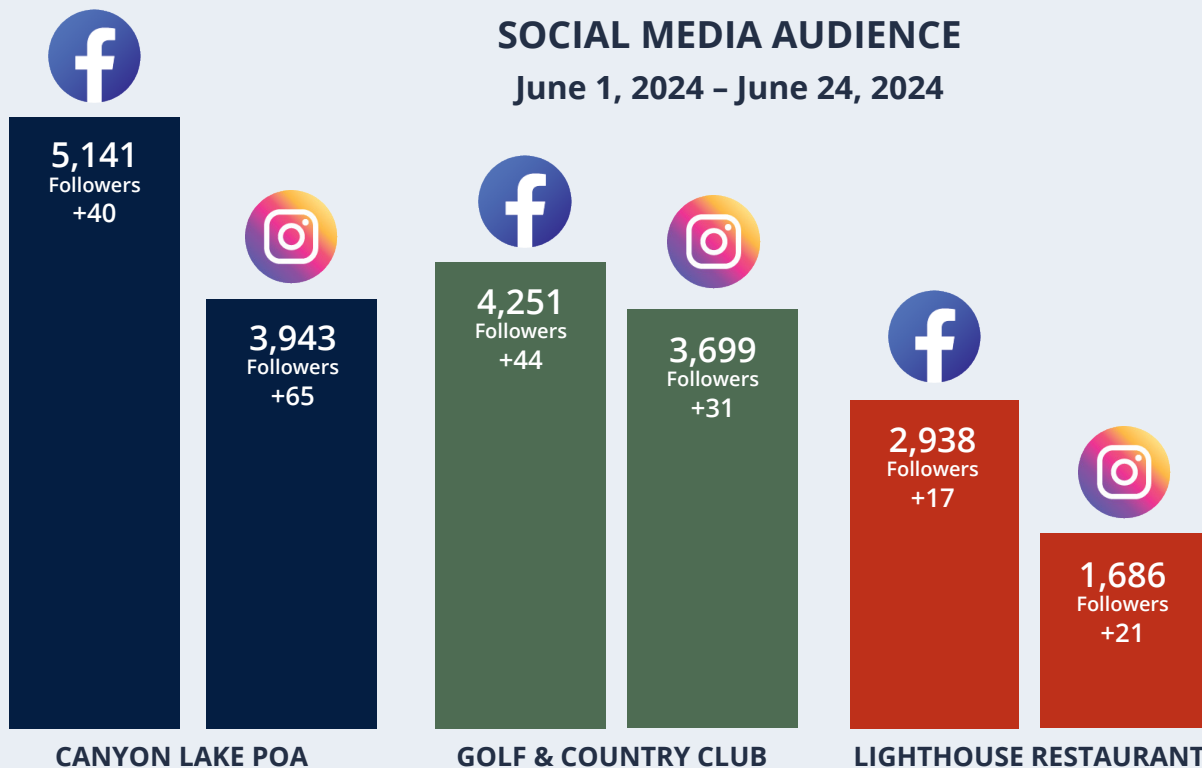
Page
Impressions

258,340







Post
Impressions

SOCIAL MEDIA AUDIENCE

June 1, 2024 – June 24, 2024



PROFILE SUMMARY

Profile	Followers	Growth	Clicks	Engagment	Reach	Impressions
 Canyon Lake POA Facebook	5,119	40	4,218	5,733	92,184	100,953
 Canyon Lake POA Instagram	3,943	65	41	1,560	59,250	62,319
 Golf & Country Club Facebook	4,251	44	1,124	6,527	25,066	80,316
 Golf & Country Club Instagram	3,699	31	20	98	3,696	3,948
 Canyon Lake Lodge Facebook	2,938	17	1,947	4,477	32,959	71,076
 Canyon Lake Lodge Instagram	1,686	21	43	347	9,590	8,929

COMMUNICATION REPORT

Email Highlights - June 2024

EMAIL DASHBOARD - JUNE 2024

37451

DELIVERED

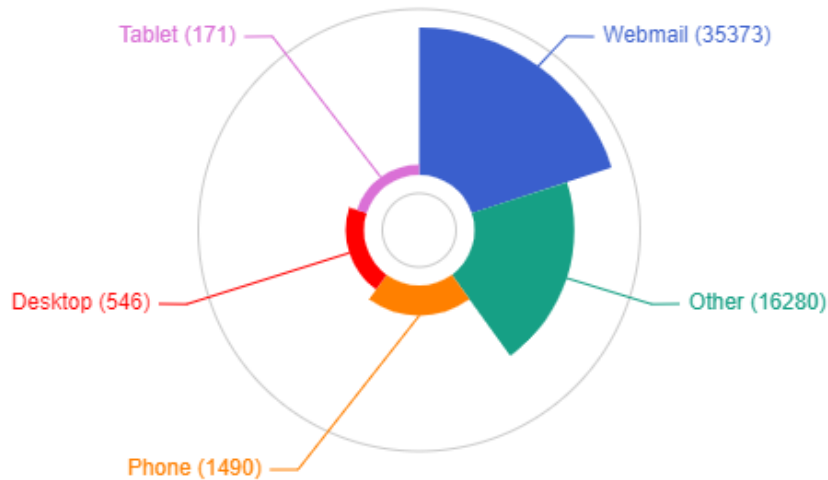


21452

UNIQUE OPENS



TOP DEVICE OPENS JUNE 2024



Webmail (35373) Other (16280) Phone (1490) Desktop (546) Tablet (171)

DELIVERY BY EMAIL CLIENT JUNE 2024

Gmail (16283)
Yahoo (11180)
Microsoft Outlook (3796)
Microsoft 365 (1566)
Apple iCloud (1082)
Remaining (3541)



COMMUNITY PATROL REPORT

May 2024

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

Citations Issued

Citations Issued	March		April		May		B/W Prior Year	
	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites
Speeding	1	4	0	0	0	0	0	0
Parking	59	465	70	458	86	336	18	605
Unauthorized Entry	19	7	64	25	78	11	52	8
E-Bikes	31	20	34	17	48	22		
Noise	7	0	14	2	21	3	27	2

Additional Information

	March	April	May
Total Calls for Service	120	132	
Call for Service – Unable to Locate	25	21	18
Guest Citations	218	299	273
Service Provider Citations	0	2	1
Member Citations	217	232	225
Warning Citations	391	392	407
Speed Trailer citations	60	47	56
Vandalism	1	9	9
Property Damage	12	14	19
Misc. Violations	54	73	121

Two Guest Lane Entry Protocol*

	March	April	May
Total time in minutes	65	122	55
• Main Gate	65	107	37
• East Gate	0	15	18

*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.

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

Marine Patrol Report

June 2024
(5/28-6/24)

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		APRIL	MAY	JUNE
LM.2.5	Expired/No Reg (State)	4	3	16
LM.2.6	Expired/No Reg (CLPOA)	2	0	1
LM.2.7	Expired/No Reg at a dock or lift	2	0	104
LM.6.7	Excessive Wake in NO wake zone	0	1	2
LM.7.3	Reckless behavior while operating a motorized boat	0	0	1
LM.9.11	Plowing	0	0	0
GR.2.18a	Loud Noise	0	0	0
GR.4.4	Fishing License	1	0	0
GR.6.2c	Failure to present valid ID	0	2	0
	Other	3	0	0
TOTAL		12	6	0

Warnings Issued

WARNING		APRIL		MAY		JUNE	
		VERBAL	WRITTEN	VERBAL	WRITTEN	VERBAL	WRITTEN
LM.2.5	Expired/No Reg (State)	3	0	6	0	4	0
LM.2.6	Expired/No Reg (CLPOA)	1	1	3	0	5	0
LM.2.7	Expired/No Reg at a dock or lift	0	2	0	0	0	0
LM.6.7	Excessive Wake in NO wake zone	21	1	4	0	7	0
LM.7.3	Reckless behavior while operating a motorized boat	1	0	10	0	5	0
LM.9.11	Plowing	4	1	5	0	4	0
GR.2.18a	Loud Noise	0	0	0	0	1	0
GR.4.4	Fishing License	3	0	2	0	2	0
GR.6.2c	Failure to present valid ID	1	0	4	0	2	0
	Other	5	0	16	0	21	0
TOTAL		39	5	50	0	51	0

Additional Information

	APRIL	MAY	JUNE
Total Calls for Service	120	476	349
Boat Safety Inspections	49	410	269
Boat Tow (Out of Fuel/Mechanical)	5	14	17
Boat Tow (Adrift)	0	2	2
Battery Assist	1	1	3
P&C Inspector Escort Hours	10.25	14	15
Fish & Game/Other Escort Hours	4	0	2
Fishing License Checks	11	14	4
Quagga Inspection	28	38	19
White Tag Applied	26	31	32
Quarantine Tag Applied	0	0	0
Debris/Other Retrieval & Disposal	13	13	6
Days @ Yellow Flag	19	0	0

Boat Operating Hours

	Start Hrs	End Hrs	APRIL	MAY	JUNE
Boat 1	2034.9	2185.2	143.1	145.8	150.3
Boat 2	1471	1593.8	52.6	134.2	122.8
Boat 3	989.2	993	14.7	12.4	3.8
Boat 4	1447.2	1465.2	51.5	37.5	18
TOTAL			261.9	329.9	294.9

Boat Operating Hours & Percentage by Location

	APRIL		MAY		JUNE	
	Hours	%	Hours	%	Hours	%
Main Lake	137.2	52.4	181.5	55	166	56.3
East Bay	110	42	136	41.2	125.1	42.4
North Ski	14.7	5.6	12.4	3.8	3.8	1.3

Incident Report Summary

	APRIL	MAY	JUNE
Reports	1	1	1

Incident Report Details

Location	Incident Description
Holiday Harbor Boat Trailer Parking Lot	Vehicle Collision / DUI Arrest

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

Date: 7/2/24

To: Board of Directors

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

Total current items monitored by the department **2145** which includes permit due dates, violations, extension, and escrow inspections, last month **2009**.

Permit Breakdown

1. **1212** Open permit – down
 - a. **67** - new home/major additions – down
 - b. **3** – ADU/JADU – no change
 - c. **142** - lakeside permits - up
 - d. **91** - solar panel permits - 91
 - e. **33** - fence permits – down
 - f. **35** - pool permits – down
 - g. **13** - dumpster/pod permits - down
 - h. **581** – Same Day Permits - up
 - i. **745** - Improvements (multiple types) - down

Violation/Escrow Breakdown

1. **873** Open violations – up
2. **34** Open escrows - up

ACC Committee Overview

1. Total of **321** items reviewed – up
2. Total of **207** permits approved - up

Items reviewed – Permit Breakdown

1. New Home Reviewed/Permit (**2**) - up
2. ADU/JADU (**1**)
3. Grading Permit (**0**) – no change
4. Improvements (**43**) – up
5. Lakeside Improvement (**15**) - up
6. Recorded Variance (**16**) – up
7. Rejected Applications (**26**) – down
8. Re-Submittal's (**18**) - up
9. Permit issued same day (Over the counter) (**112**) - up
10. Preliminary Applications (**6**) - down

Member Complaints

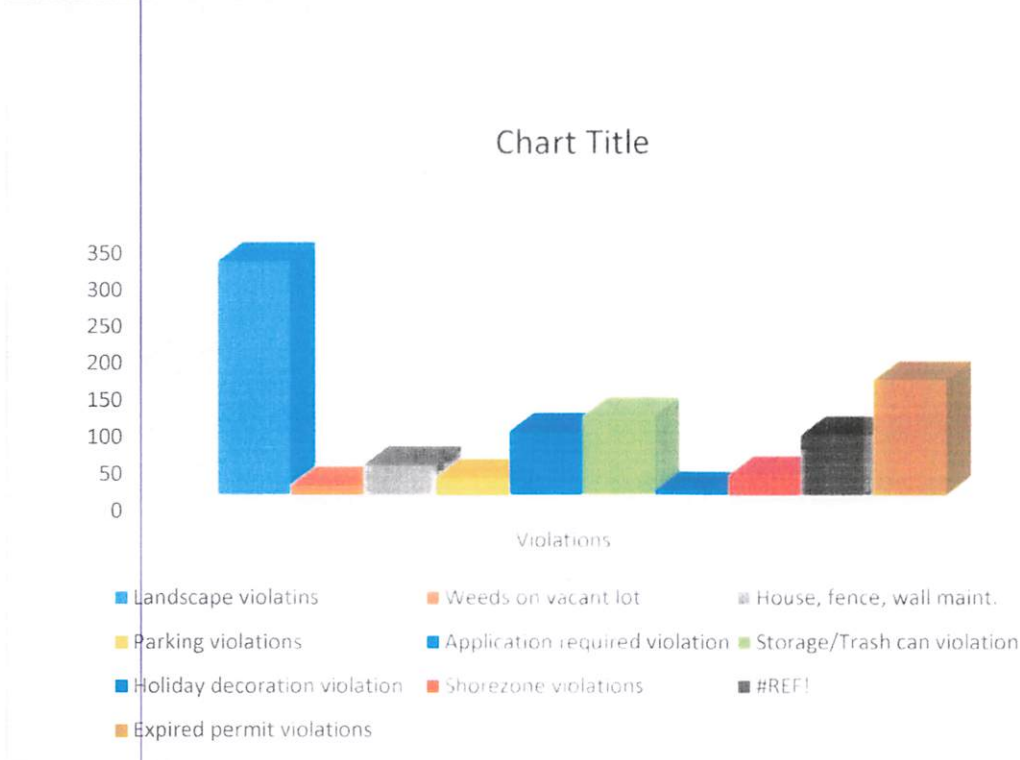
1. **40** Complaints investigated (**2** months) - up.
2. **5** already written. – up

Letter - Compliance

1. **492** - compliances – down (weed abatement)
2. **179** Courtesy Notices – up (weed abatement)

The self-help vacant lots were abated June 3-7, however, there have been 12 lots that have been re-written due to weed growth since March of this year.

Violation Breakdown Chart



Violations graph - most to least

1. Landscape violation
2. Weeds on vacant lot
3. Storage/trash cans
4. Application Required
5. Expired permits
6. Misc.
7. Property maintenance
8. Shorezone
9. Parking violations
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 June. Refer to attached reports for additional information.

OPERATIONS DEPARTMENT

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

Completed Projects

- **Indian Beach Swim-up Dock** – Dock has been installed.

Developing Projects

- **Golf Course Hole #2 Tee Box** – Exploring different design concepts; plan to rebuild new pathway.
- **Storm Drain Repairs - Fairweather & San Joaquin** – Once water levels drop, repairs will be completed on San Joaquin. Final designs have been received for Fairweather Drive and are currently being reviewed.
- **Tennis Court Shade Structure** – Project to be completed this month.
- **Bike Racks** – Bike racks will be installed at Indian Beach, Sierra Park, Pickleball Courts, and the Tennis Courts.
- **Lodge Ping-Pong Table** – Exploring options for a concrete ping-pong table between the Lodge Restaurant and the Pool area.
- **Parking Lot Slurry Seal** – All parking lots repaved in 2019 will be slurry sealed this year to prolong the life of the pavement.

Functions with Staff Assistance

- Operations staff assisted with the set-up and break-down for multiple clubs and POA events at different locations around the community that included the Annual Taco Tuesday Nights at the Lodge Restaurant.
- 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 (May); 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.

- **Hole Nine** – Currently reviewing bids to weed abate along hole nine fairway of the Golf Course.

Parks and Beaches

- No major issues to report this month.

Regulatory / Compliance

- **South Coast AQMD** – Annual Vapor Recovery Rule 461 inspections and certifications completed by Western Pump for the Happy Camp Gas Dock.
- **Holiday HAB Monitoring** – Annual testing was completed; testing came back with safe results, advising the lake is confirmed safe for contact.

Safety / Training

- **Safety of Bloodborne Pathogens** – This month's safety meeting was conducted by Chuck Hippenstiel from the Safety Compliance Company on the Safety of Bloodborne Pathogens; explaining to staff how we can prevent the spread of disease and infections by using proper PPE during any scenario that involves bodily fluids.

EQUESTRIAN CENTER

- **Fire Door Inspections** – Annual inspections and certifications have been completed to all fire doors within the Equestrian Center.

HAPPY CAMP CAMPGROUND

- No major issues to report this month.

COMMITTEES / WORK GROUPS

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

Green Committee: The Green Committee met on June 13th, 2024, in the Magnolia Room at the Country Club. The following agenda items were addressed by the Green Committee:

- Course Notes

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

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

- Rental Docks at Eastport
- Causeway Tunnel Water Level Gauge

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

Recreation Committee: The Recreation Committee met on June 11th, 2024, in the Conference Room at the POA. The following agenda items were addressed by the Recreation Committee:

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

The Committee meets on the 2nd Tuesday of every other month in the Conference Room at the POA. The next scheduled meeting has been rescheduled to August 19th, 2024, at 4:00pm.

Tuesday Work Group (TWG): The Tuesday Work Group met on June 25th, 2024, for their last working Tuesday of the season and will resume meetings later this year. The committee will be dark through the summer.

The Committee meets on the last Tuesday of the month in the Magnolia Room at the Country Club. The next TWG meeting is scheduled for October 29th, 2024, at 1:00pm.

DIRECTOR'S MESSAGE

Halfway through the year, successfully completing any projects thrown our way including the second year of the Paving Project, along with the newly installed swim-up dock at Indian Beach that many members have utilized and enjoyed. Staff has been doing a tremendous job in assisting with the annual Taco Tuesdays at the Lodge and staying busy throughout the community, along with preparing for Fourth of July. We are nearing the end of our picnic area refurbishments at the Tennis Courts and continue to succeed with current community projects and are excited to see what the rest of the year has in store for us.



Presented By: *Steve Schneider, Director of Operations*

Canyon Lake Property Owners Association
Repair & Replacement Fund Expenditures

	2021-2023 To Date Ending April 2024	2024-2025 To Date Ending May 2024	Project Totals 5/1/21 to 05/31/24
	-	-	-
Admin Int	-	-	-
#2146 Interior Floor, Carpet	18,913	-	18,913
#1010 Int. - Carpeting	18,775	-	18,775
#1021 Admin - Furniture	-	3,879	3,879
#1032 Admin - Thermostat	1,745	-	1,745
#1019 Admin - Defibrillator	2,240	-	2,240
Admin IT	-	-	-
#1036 Aadmin IT - Servers	72,629	-	72,629
#1047 Battery Back Up	2,047	-	2,047
HVAC Units	-	-	-
#1421 HVAC Country Club	12,800	-	12,800
#1055 HVAC POA	11,253	-	11,253
#1050 HVAC #21	11,500	-	11,500
#1052 HVAC #23	10,500	-	10,500
#1053 HVAC #24	10,500	-	10,500
#1056 HVAC #27	12,675	-	12,675
#1057 HVAC #28	11,150	-	11,150
#8063 HVAC Equestrian	9,500	-	9,500
Park Equipment & Furnishings	-	-	-
02-2209-00 Harrelson Park Dock Replacement \$59,700	58,858	-	58,858
#7021 East Port - Basketball Court - Light Fixtures	3,613	-	3,613
#0405 Park Equipment-Sunset Beach	31,625	-	31,625
#1005 Diamond Point Park - Playgroud Equipment	22,345	-	22,345
#20031 Restroom - Roadrunner Park	3,687	-	3,687
#6022 Dock - Indian Beach	34,768	-	34,768
#16018 Indian Beach Trash Receptacles	2,648	-	2,648
#15005 Holiday Harbor Trash Receptacles	1,787	-	1,787
2-1904-01 Small Dog Park \$33,363.75	7,995	-	7,995
2-2105-00 Large Dog Park Phase #2 \$105741.70	122,721	-	122,721
#20057 Lift Station Sierra Park	13,100	-	13,100
02-2209-01 Holiday Harbor Park Dock \$194,412.00	206,526	-	206,526
#16007 Indian Beach - Furniture	5,027	-	5,027
#18012 - Indian Beach Restrooms	4,985	-	4,985
#24009 - Tennis Court Restrooms	3,650	-	3,650
2-2303-00 Pickleball Courts Phase 2 (Resurfacing)	29,800	-	29,800
Gault Field	-	-	-
#1200 Gault Field - BBQ Station	1,583	-	1,583
#12011 Gault Field - BBQ Station	2,246	-	2,246
#12041 Gault Field - Lights (2)	6,000	-	6,000
#1309 Gault Field - Netting & Shade Cover	11,310	-	11,310
#1305 Gault Field - Field #2 Lights	10,000	-	10,000
#12033 Gault Field #1 - Lights	12,125	-	12,125
#12040 Gault Field #2 - lights	9,425	-	9,425
#12051 Gault Field #4 - Fence, Chain Link	2,350	-	2,350
#12003 Gault Field - Netting	6,800	-	6,800
#12013 Gault Field - Roof, Tile, Replace	2,775	-	2,775
#12052 Gault Field #4 - Shades	2,193	-	2,193
#12043 Gault Field #2 - Shade Structure	4,925	-	4,925
#12048 Gault Field #3 - Shades	3,243	-	3,243
Equestrian	-	-	-
#1174 Equestrian - Sand Replacement	80,190	-	80,190
#1179 Equestrian Repairs	19,113	-	19,113
#1181 Equestrian - Fence Vinyl	5,800	-	5,800
#8065 Equestrian - Residence, Replace	8,061	-	8,061
#8069 Equestrian - Viewing Stand (Lower) Refurbish	2,350	-	2,350
Restaurant Equipment	-	-	-
#18082 Ice Machine Lodge	14,500	-	14,500
#0901 Lodge Fire Suppression Cylinders	-	-	-
#0901 Misc. Restaurant Equip	11,294	-	11,294
#2117 Salad/Sandwich Prep Station	3,850	-	3,850
Furniture	-	-	-
#1793 Furniture - Lodge Pool View	11,854	-	11,854
#0903 Furniture Corporate Office	7,194	-	7,194
#1579 Furniture Senior Center	-	-	-
#22010 Senior Center - Tables	1,453	-	1,453
Event chairs	1,838	-	1,838
Lodge	-	-	-
#17018 Lodge - Fridge	2,980	-	2,980
#18109 Lodge - HVAC #2	27,750	-	27,750
#18110 Lodge - HVAC #3	27,750	-	27,750
#18016 Lodge - Ext. Patio (Resurface)	4,200	-	4,200
#18023 Lodge - Ext. Fencing/Rails	5,875	-	5,875
#18034 Lodge - Roof Plumbing	39,197	-	39,197
#1526 Lodge - Food Prep Station	8,357	-	8,357
#1168 Lodge - Tennis Courts, Resurface	34,950	-	34,950
#0910 Lodge - Remodel	14,955	-	14,955
#18039 Lodge - Restroom	8,590	-	8,590
#18066 Lodge - Kitchen, Charbroiler	3,366	-	3,366
#18087 Lodge -Kitchen, Oven	9,935	-	9,935
#18099 Lodge - Kitchen, Skillet	22,848	-	22,848
#18056 Lodge - Holiday Bay, Stage Lights	51,178	-	51,178
2-2006 Lodge Front Patio/Event Space Design \$28k	23,055	-	23,055
#18102 Lodge Climate Wizard	2,544	-	2,544
#18137 Restroom Repairs	1,754	-	1,754
#24090 Lodge - Tennis Courts, Restrooms	4,250	-	4,250
#24012 Lodge - Tennis Courts, Shades	16,066	-	16,066
#18118 Lodge - Cameras	3,279	-	3,279
#18019 Lodge - Ext. Concrete Furnishings	24,515	-	24,515
#18013 Lodge - Elevator (Service), Cab Refurb	1,651	-	1,651
#18016 Lodge - Shelves	3,016	-	3,016
#18117 Lodge - Ceiling Panels	1,982	-	1,982
#18124 Lodge - Piano	2,850	-	2,850
#18035 Lodge - Ext. Roof, Tile	-	5,895	5,895
#18036 Lodge - Sewer Assessment/Repairs	3,800	-	3,800
#18050 Lodge - Holiday Bay, Lighting	4,080	-	4,080
#18054 Lodge - Holiday Bay, Stage Audio System	16,679	-	16,679
#18061 Lodge - Fire Alarm System	2,335	-	2,335
#18062 Lodge - Int. Floor, Carpet	2,633	-	2,633
#18078 Lodge - Kitchen, Freezer, Walk-in	50,782	-	50,782
#18140 Lodge - Carpets	6,148	-	6,148
#18141 Lodge - Sunset Beach Trash Receptacles	4,444	1,914	6,358
#2-2301-01 Lodge - Restaurant and Bar Renovation	2,375,659	-	2,375,659
#2-2311-00 Lodge Well Roof	53,560	-	53,560
Lodge Dining Room	12,100	-	12,100
Country Club	-	-	-
#1432 CC Undercounter Freezer	2,257	-	2,257
#1759 CC Replace Folding Grille	3,903	-	3,903
#4017 CC Fountain	3,697	-	3,697
#4053 CC Replace Range Burner - Unit#2	13,621	-	13,621
#4066 CC Magnolia Room - Furniture	9,922	-	9,922
#4068 Magnolia Room	3,550	-	3,550
#4074 CC HVAC #16	20,500	-	20,500
#1633 Main Gate - HVAC	6,000	-	6,000
#1635 Main Gate - Gate Operator	5,784	-	5,784
#1660 North Gate - Gate Operator	3,383	-	3,383
#18070 CC Kitchen Oven	16,505	-	16,505
#8019 Main Gate - Decal lane booth	2,500	-	2,500
#4048 CC Walk In Freezer	16,853	-	16,853
#4070 CC - Television	4,186	-	4,186
#4030 CC - Carpeting	8,782	-	8,782
#2019 CC - Bar, Sink	3,648	-	3,648
#4079 CC - Patio Furniture	9,401	-	9,401
#4015 CC - Bar, Cooler	7,088	-	7,088

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	2021-2023 To Date Ending April 2024	2024-2025 To Date Ending May 2024	Project Totals 5/1/21 to 05/31/24
#4011 CC - Ext, Door, Entry New	1,506	-	1,506
#4039 CC - Broiler	3,957	-	3,957
#4049 CC - Kitchen, Fryer	5,861	-	5,861
#4063 CC - Magnolia, Cabinets	4,895	-	4,895
#4091 CC - Restrooms	6,227	-	6,227
Corporate Office	-	-	-
#1025 Admin Int - Office Equipment	2,438	-	2,438
POA Office Remodel -- P&C	28,930	-	28,930
#1051 AC Unit - P&C	11,200	-	11,200
Computers	-	-	-
#1900 CP Computers	3,826	-	3,826
Operations	-	-	-
#1839 Operations - Ext, Walls, Repairs	20,500	-	20,500
#19005 Operations - Ext, Fence	10,850	-	10,850
Fairway Estates	-	-	-
#10001 Fairway Estates - Lane Spike	3,477	-	3,477
Pool	-	-	-
#1156 Pool Chemical Reader	1,886	-	1,886
#1153 Pool Heater	8,400	-	8,400
#1101 Pool Filters	-	-	-
#21029 Pool - Pool, Heaters (1)	8,000	-	8,000
#21030 Pool - Pool, Heaters (3)	8,000	-	8,000
#21031 Pool, Pump and Motor	9,910	-	9,910
#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	-	8,484
#21047 Pool Vacuum	4,305	-	4,305
#21023 Pool Reel Winder	16,718	-	16,718
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	-	-	-
#17010 Lake - Buoys	12,761	-	12,761
#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
Entry Gates	-	-	-
#8001 East Gate - Fence, Wrought Iron	9,175	-	9,175
#8003 East Gate - Gate Openers	15,689	-	15,689
#8005 East Gate - Lighting	17,160	-	17,160
#8008 East Gate - Restroom	7,850	-	7,850
#8012 Main Gate - Access System	2,584	-	2,584
#8018 Main Gate - Gate Operators	10,549	-	10,549
#8001 Main Gate - Gate Camera	6,121	-	6,121
#1006 Fairway Estates - Operators	7,797	-	7,797
#8003 North Gate - Gate Camera	4,602	-	4,602
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	31,652	-	31,652
#13040 Golf - Lake, Drainage, Repairs	7,205	-	7,205
#13042 Golf - Lake, Refurbish	-	1,666	1,666
#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	-	4,440
Grounds	-	-	-
#13051 Signs, POA	4,380	-	4,380
#8015 Main Gate Entrance Fountain Monument Repairs	19,616	-	19,616
#14001 Irrigation System	1,586	-	1,586
#14003 East Port Landscaping Monument	174,627	-	174,627
#14006 Mailbox (Concrete Pads)	229,743	-	229,743
#14016 Signs, Street	8,353	-	8,353
#1853 Landscaping	11,102	-	11,102
#1848 Diamond Point Park Curbing	9,500	-	9,500
#1848 Mailbox Slabs	91,286	-	91,286
#1857 Signs, street	6,962	-	6,962
2-2010-01 CLDS So Median Landscape \$100k-\$150k	18,113	-	18,113
2-2212-00 CLDS Median Improvements \$680,400	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
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
#25004 - Boat	45,880	-	45,880
#25005 - Boat Trailer	11,739	-	11,739
#25006 - Boat (Patrol & Operations)	45,880	-	45,880
#25010 -Chevy's, 1998 (98-06) (4)	31,221	-	31,221
#1616 - Ford Escapes	55,515	-	55,515
#1618 Golf Cart - Enclosed	11,037	-	11,037
Unallocated	20,719	-	20,719
Bluebird Hall	-	-	-
#2006 - Bluebird Hall Counters	2,100	-	2,100
Total Repair & Replacement Fund Acct 02-0670	8,282,945	13,354	8,296,298

Canyon Lake Property Owners Association

FUND 05 CAPITAL IMPROVEMENT PROJECTS

Ending May 31, 2024

	2023-2024 Ending May 2024	Project Totals 5/1/20 to 5/31/24
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	-	121,650
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	7,920	3,071
5-2206-00 Country Club Patio Shade Project	14,016	15,840
5-2302-00 Pickleball Phase 2	332,344	87,541
5-2302-01 Lodge Patio Event Space	291,893	686,561
5-2303-01 Community Garden Area \$16,000	18,346	613,560
		36,691

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

20,700	41,400
19,255	38,511
6,636	13,272
73,916	147,832
5,795	11,590
190,312	333,474
1,876	3,751
983,009	5,245,894

VANDALISM REPORT
May 2024

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
N/A	N/A	2/22/2024	BIG TEE GATE	ENTRANCE GATE ASSESSMENT & REPAIRS	\$193.95	0	\$193.95	VENDOR MADE REPAIRS
330699	N/A	2/22/2024	LAKE	REPLACE FIRE EXTINGUISHERS & CABINETS AT RENTAL DOCKS	\$329.08	2	\$429.08	FIRE EXTINGUISHERS & CABINETS
330709	3149176	2/23/2024	LODGE	ASSESS & REPAIR BRICKS IN LODGE PARKING LOT	\$99.13	5.5	\$374.13	BRICKS, CEMENT & GRINDER WHEEL
330720	N/A	2/22/2024	BIG TEE GATE	ASSESS & REPAIR GATE AT BIG TEE	\$444.65	4	\$644.65	ON-CALL EMERGENCY LABOR & VENDOR REPAIRS
330749	N/A	2/26/2024	EASTPORT PARK	ASSESS DRINKING FOUNTAIN GAUGE	\$0.00	2	\$100.00	DECAL
331092	N/A	4/1/2024	EASTPORT PARK	RE-SECURE SIGN ON MENS RESTROOM AT EASTPORT	\$0.00	0.5	\$25.00	LABOR TIME ONLY
331146	3258722	4/5/2024	BLUE BIRD HALL	REPAIR FRONT LIGHT AT BLUE BIRD HALL	\$0.00	1	\$50.00	LABOR TIME ONLY
331346	N/A	4/23/2024	COMMON AREA	REPAIR OR REPLACE UP LIGHT ON MAIN CAUSEWAY	\$9.00	1	\$59.00	UPLIGHT CONDUIT BOX COVER
331362	N/A	4/25/2024	COMMON AREA	REPAIR / RESECURE UP LIGHT ON CAUSEWAY	\$1.00	1	\$51.00	CONDUIT FITTING
331394	N/A	4/29/2024	GAULT FIELD	REPAIR TOILET PAPER DISPENSER IN MENS RESTROOM	\$0.00	0.25	\$12.50	LABOR TIME ONLY
331455	N/A	5/6/2024	COMMON AREA	CHECK PERIMETER FENCING	\$59.40	1	\$114.40	BARBED WIRE
331510	N/A	5/13/2024	COMMON AREA	CHECK PERIMETER FENCING	\$26.40	1	\$81.40	BARBED WIRE
331528	337826	5/14/2024	COMMON AREA / INDIAN BEACH	REPLACE BROKEN TOILET SEAT COVER	\$30.00	2	\$140.00	TOILET SEAT COVER
331545	N/A	5/17/2024	GOLF COURSE / 11TH TEE	RE-ATTACH GATE	\$0.00	1	\$55.00	LABOR TIME ONLY
331569	3347689	5/20/2024	COMMON AREA / MOONSTONE BEACH	CLEAN SPILLED PAINT IN PARKING LOT	\$0.00	5	\$275.00	LABOR TIME ONLY
331571	3350250	5/20/2024	COMMON AREA / STEELHEAD PARK	TRACTOR OUT RUTS IN LANDSCAPE	\$0.00	3	\$165.00	LABOR TIME ONLY
331574	N/A	5/20/2024	HAPPY CAMP	REPLACE COVER OF COIN CHANGER MACHINE	\$177.50	1.5	\$260.00	COIN MACHINE COVER
331585	3351394	5/20/2024	COMMON AREA / INDIAN BEACH	CLEAN GRAFFITI ON WALLS IN MENS RESTROOM	\$0.00	2	\$110.00	GRAFFITI REMOVER
331614	3358024	5/23/2024	GRAY FOX DR	CLEAN UP RESIDUE FROM TRASH CAN SET ON FIRE IN STREET	\$0.00	2	\$110.00	LABOR TIME ONLY
331640	N/A	5/28/2024	COMMON AREA	CHECK PERIMETER FENCING	\$0.00	1	\$55.00	LABOR TIME ONLY
331676	N/A	5/31/2024	GOLF COURSE / 11TH TEE	REPLACE BROKEN LOCK OFF THE 11TH TEE	\$29.31	1	\$84.31	LOCK

\$1,399.42 \$ 37.75 \$3,389.42

\$ 1,990.00