



BOARD OF DIRECTORS MEETING

June 15, 2024

9:00 A.M. – ACL CLUBHOUSE, 14A157 CANYON CLUB DR, APPLE RIVER, IL 61001

AGENDA

- 1.0 CALL TO ORDER – 8:00 A.M.
- 2.0 EXECUTIVE SESSION – 8:00 A.M
- 3.0 RETURN TO OPEN SESSION – 9:00 A.M.
- 4.0 PLEDGE OF ALLEGIANCE
- 5.0 APPROVE/ADOPT MINUTES FROM THE MAY 18, 2024, AND MAY 29, 2024, BOARD MEETINGS
- 6.0 TREASURER’S REPORT
- 7.0 COMMITTEE/COMMISSION REPORTS
- 8.0 GENERAL MANAGER’S REPORT
- 9.0 PRESIDENT’S REPORT
- 10.0 ANY ADDITIONS TO THE AGENDA
- 11.0 CONSENT AGENDA
 - 11.1 COMMITTEE/COMMISSION CHANGES
- 12.0 UNFINISHED BUSINESS
 - 12.1 6.1 REQUESTING LEAVE, 6.3 HOLIDAYS AND HOLIDAY PAY, CHARTS FOR 6.2 PAID TIME OFF AND 6.3 HOLIDAYS AND HOLIDAY PAY – 2ND READING
- 13.0 NEW BUSINESS
 - 13.1 DESIGNATED FUND PURCHASE REQUEST
 - 13.2 RECOMMENDATION FOR SPILLWAY PROJECT
 - 13.3 ZEBRA MUSSEL AD HOC COMMISSION RECOMMENDATION
 - 13.4 ACLPOA EMPLOYEE BENEFITS RENEWAL
 - 13.5 2023 AUDIT REPORT
- 14.0 PROPERTY OWNER COMMENTS (3 MINUTES PER MEMBER)
- 15.0 ADJOURN

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
May 18, 2024**

UNAPPROVED

1.0 Call to Order: Meeting called to order by President Nolan Mullen at 8:00 am. Other Directors present:

2.0 Executive Session – motion to proceed to executive session made at

3.0 Return to Open Session – motion to return to open session made by Bob Ballenger at 9:05 am. Seconded by John Anderson, motion carried unanimously.

4.0 Pledge of Allegiance – after the Pledge of Allegiance, a quorum was present with the following Directors in attendance: Nolan Mullen, Bill Becker, Bob Ballenger, John Anderson, Carmel Cottrell (via Zoom), Brian Holt, Debra McNamee, Mark Kosco and Laura Pratt. General Manager John Sabo was also present.

5.0 Approve/Adopt Minutes from the April 20, 2024, Board Meeting - Deb McNamee motioned “to approve/adopt the minutes from the April 20, 2024, Board Meeting.” Seconded by Mark Kosco, motion carried unanimously.

6.0 Treasurer’s Report – will be in *The Apple Core*. Steve Borst reported that they have 2024 first quarter complete. Continuing to clean up and still working with Honkamp. March is the largest cash cycle that we have, so we have been monitoring this very closely. Ashley Randecker has been very good at collecting the dues. Balance sheet looks strong.

7.0 Committee/Commission Reports

Conservation – Deb McNamee reported that the Earth Day clean-up was a success (39 people volunteered).

Zebra Mussels - Norm Vandigo reported that after the 2nd treatment, we did not find any live zebra mussels. Fall 2023 we solicited pictures and reports from property owners – that information shows that our efforts appear to be successful. 2024 proposed treatment – instructions and procedures were sent to ACL. Concerns about the impact on fishery questions – but our fishery appears to be excellent.

Campground - Ron Carpenter reminded everyone about the pancake breakfast next Sunday.

Flood Mitigation - Ron Carpenter reminded everyone about the workshop after this meeting.

Budget – Ron Carpenter reported there is a meeting at 9:00 am on Monday.

Rules & Regulations – Brian Holt reported they met this month – main topic was e-bikes – still researching that.

Nominating – Mike Yorke reminded everyone about the Meet the Candidates event today.

Golf – Mark Kosco reported that clean-up day was last week, we had 30 volunteers. Big Cup in July; night golf in August; working on recommendations on improvement on the golf course.

Multi-Sport Complex - Gary Hannon – next stage is painting and striping once weather cooperates.

Memorial Pavilion - Carmel Cottrell reported the grand opening for Memorial Pavilion will be next Saturday at 5:45.

8.0 General Manager’s Report – John Sabo reported that his onboarding has been successful – exceeded his expectations. Algae issue – issue for this lake as with many other lakes, human and mammal nutrients (fertilizing by waters’ edge, where does the fertilizer go)? Need to minimize the amount of nutrients inside the lake. Obligated by Illinois regulation to put an advisory out. We are looking at alternatives to mitigate and minimize nutrients coming in from the water shed.

Clubhouse rental and facility rentals will now be handled by Customer Service. Providing better level of service this way, effective as of Friday. Pool startup is proceeding. Courtesy reminders –

under Illinois Motor Vehicle Code – use of UTVs on township roads is illegal. Sheriff will be patrolling and ticketing. Short term rentals – Jo Daviess County and ACL rules require registration. Will be checking the registrations.

9.0 President's Report – will be in *The Apple Core*.

10.0 Any Additions to the Agenda - none

11.0 Consent Agenda

11.1 Committee/Commission Changes - Mark Kosco motioned to “approve Josh Winter to join the Campground Commission; to allow Mary Hannon to join the Recreation Commission; to allow Dave Bohnenkamp to resign from the Conservation Commission; and to allow Mike Harris to resign from the Employee Handbook Ad Hoc Commission.” Seconded by Bob Ballenger, motion carried unanimously.

12.0 Unfinished Business

12.0 Food Truck Vendors – Mark Kosco motioned “to approve Calvin Stalls’ – Rapped with Smoke BBQ, Concession Agreement; and to approve Jay Upmann’s – JJ & Freddie’s Concession Agreement.” Seconded by Bill Becker, motion carried unanimously.

12.2 Amended Bocce Ball Line Marking Machine - Brian Holt motioned “to approve the purchase of the Rust-Oleum 2395000 High Performance Striping Line Marking Machine, 9 in. x 27.5 in., Yellow, not to exceed \$250.00 for use with aerosol marking chalk.” Seconded by John Anderson. Discussion: we wanted marking chalk, not paint markings. Motion carried unanimously.

13.0 New Business

13.1 Purchase of Yard Games – Bob Ballenger motioned “to purchase Jumbo 4-to-Score Giant Game set, 4 in a Row (Connect 4) and Jenga Giant not to exceed \$400.00.” Seconded by John Anderson. Discussion: prices may be cheaper at Cosco but may not be the same product. May not be the price that we wind up paying, total is not to exceed \$400.00. Motion carried unanimously.

13.2 6.1 Requesting Leave, 6.3 Holidays and Holiday Pay, Charts for 6.2 Paid Time off and 6.3 Holidays and Holiday Pay – 1st Reading – Discussion: Laura Pratt – 6.2 was approved at previous meeting, but then we sent to our attorney. He confirmed the new federal statute – if you front load your time off, you have to allow it to be used within the next year. Not three months. Either you frontload it and not carry it over or accrue it and then you have to carry over for one year. 6.1 - no changes or advantages – basically housekeeping. John Sabo - some of this is Senate Bill 208 – this will get us in alignment with state and federal guidelines. Laura Pratt - chart will go in the employee handbook for their clarification for 6.2. 6.3 is holiday and holiday pay and also includes a chart. Full-time hourly employees would get paid double time and one half for holiday pay. Mark Kosco asked about the impact on budget. An analysis will be done soon. Exempt vs. non-exempt changes as well. Seasonal employees (hourly) will now get time and one half for holidays. Carmel Cottrell - pay for recognized holidays – full time hourly employees – time and one-half normal rate, in addition to being paid for the holiday. Union workers do not even get paid double time and one half. Would like commission to take another look at this. Mark Kosco - holidays – do employees need to work the day before or after? Laura Pratt – whatever day they are scheduled for (before or after). If not working, they have to verify why. Might not get paid if they call off. They are not Monday through Friday employees. Maybe needs to be a little clearer. Carmel Cottrell – salaried employee – not eligible for holiday pay – understandable. However, confused about holiday hours equivalent to the hours worked. John Sabo - salaried employees do receive holiday pay – if they work, they will receive comp time to be used within 30 days. Eight hours worked (regular salary), then they would get 16 hours comp time. Laura Pratt - this has been in effect at least until 2016. Disagree on giving them an incentive to work on the holiday – those are expectations, should not have to have an incentive. Job assignment – who works and who doesn't have to, fair rotation of who has to work. Brian Holt – work on Memorial Day - makes up for the fact they didn't get that time off. Not unfair to

give them that holiday at a different time. Nolan Mullen – mixing the paid day off with the compensation. What they are getting for coming to work – working a holiday, not getting a day off. Everybody else gets off. If you give me extra, would give me incentive to come in. Not getting paid triple time. John Sabo – would only affect three employees (exempt). Perhaps not locking the employees to 30 days to use comp time. During the summer taking that time off could be difficult. Would like commission to look at “use the comp time within the calendar year with GM discretion.” Another option.

14.0 Property Owner Comments

Ron Carpenter, 11247 – historical insight – years ago no one was allowed to take vacation during busy season. We need these people to work during the busy season. If they get extra time off in non-busy season, not an issue.

Norm Vandigo, 12277 – quality of fishery. Blue Gill are doing very well, and someone caught a 20” muskie (from 2021 stocking). Bass club totals for last tournament – up substantially over 2023. This is only a snapshot. Think we will have a good year.

Henry Doden, 13A129 – our security model – safety is job 1. However, I see no daytime running lights on – safety thing and does make a difference. Questioning the fact the Property Owner Comments are at the end of meeting. Should be preceding the meeting.

Gary Hannon, 239 Washington Lane – last April was volunteer appreciation month. We failed to mention this and recognize all of the volunteers we have around here. Double edge sword – everything is kept up, so maintenance is doing a wonderful job. No, maintenance is not doing this volunteer work. They are not doing this extra work. We do need more help in the maintenance department.

15.0 Adjourn – motion to adjourn by Mark Kosco, seconded by Bob Ballenger at 10:00 am. Motion carried unanimously.

Recording Secretary, Rhonda Perry

President, Nolan Mullen

Corporate Secretary, Laura Pratt

Date

Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
May 29, 2024

UNAPPROVED

- 1.0 Call to Order: Meeting called to order by President Nolan Mullen at 4:28 PM, via Zoom. Other directors present: John Anderson (Zoom), Bob Ballenger (Zoom), Bill Becker, Carmel Cottrell, Brian Holt, Mark Kosco, Deb McNamee, and Laura Pratt. General Manager John Sabo was also present.
- 2.0 Executive Session: Motion to proceed to executive session made at 4:28 PM by Carmel Cottrell, seconded by Brian Holt. Motion carried.
- 3.0 Return to Open Session: Motion to return to open session made by Bill Becker at 6:32 PM. Seconded by Carmel Cottrell, motion carried unanimously.
- 4.0 Pledge of Allegiance
- 5.0 Any Additions to the Agenda: None
- 6.0 Unfinished Business
- 7.0 New Business
 - 7.1 Consideration/Formulation of a contract with a third party
- 8.0 Property Owner Comments
- 9.0 Adjourn: Motion to adjourn by Carmel Cottrell at 6:51 PM, seconded by John Anderson. Motion carried.

Corporate Secretary, Laura Pratt

President, Nolan Mullen

Corporate Secretary, Laura Pratt

Date



Memorandum

To: Board of Directors

Date: June 3, 2024

From: ACLPOA

Memo: 2024-27

Topic: June Consent Agenda – Committee/Commission Changes

Recommendation: To approve Tim Brokl to join the Employee Handbook Ad Hoc Commission; to allow Bill Bourell to resign from the Nominating Committee; to allow Tim Brokl to join the Nominating Committee; to allow Mark Kosco to resign from the Zebra Mussel Ad Hoc Commission; to allow Paula Wiener to resign as Chair of the Conservation Commission; to allow Paula Wiener to resign from the Nominating Committee; and to allow Gary Hannon to resign from the Board Policy Ad Hoc Commission.



Memorandum

To: Board of Directors

Date: June 7, 2024

From: Employee Handbook Ad Hoc Commission

Memo: 2024-35

Topic: 6.1 Requesting Leave, 6.3 Holidays and Holiday Pay, Charts for 6.2 Paid Time Off and 6.3 Holidays and Holiday Pay – 2nd Reading

Recommendation: The Employee Handbook Ad Hoc Commission has been rewriting policies 6.1-Requesting Leave, 6.2-Paid Time Off and 6.3 Holidays and Holiday Pay and charts with feedback received from the Board of Directors at the May 18, 2024, meeting. The changes are highlighted on your copies.

The Board of Directors already approved 6.2 Paid Time Off at a previous meeting.

Recommendation: To approve the Employee Handbook Ad Hoc Commission request to approve Employee Handbook 6.1 Requesting Leave, 6.2 Paid Time Off, 6.3 Holidays and Holiday Pay, Charts for 6.2 Paid Time Off and 6.3 Holidays and Holiday Pay.

6.1 Requesting Leave

Effective Date: October, 2016

Revision Date: February 18, 2023

June, 2024???

ACLPOA's operations rely on having a dependable and consistent workforce. Eligible employees are entitled to various types of leave that are either mandated by law or offered by ACLPOA on a discretionary basis. Taking appropriate time away from work is essential to maintain high performance and to prevent burn out (Vacation Leave). In addition, circumstances will sometimes require employees to take time off work to accomplish personal needs (Personal Leave). Unless a specific type of leave outlined in this handbook provides a different notice time or is otherwise required by law, employees must provide at least seven (7) calendar days advance notice to their manager/supervisor prior to taking planned leave. If the need for leave is unforeseeable, the employee must provide notice as soon as possible.

Employees must properly submit all requests for leave within the notice period required and receive authorization prior to taking the time off work. Unless required to authorize the leave by law, ACLPOA will grant leave requests based upon ACLPOA needs and ACLPOA's ability to absorb the missed work. ACLPOA reserves the right to penalize, demote, transfer, or reassign employees that take extended leaves of absence, unless prohibited by law. Unless otherwise noted or required by law, employees that receive paid time off will be paid at their normal base pay rate for the hours absent. If an employee is unsure as to which types of leave they are eligible to receive, consult with the General Manager or designee.

If an employee is absent two or more days without approval from or contact with their manager/supervisor, ACLPOA may consider the absence a voluntary resignation (without proper notice) by the employee.

Cancelling a previously approved leave must also be approved by the manager/supervisor. In the event other employees' schedules are affected, leave may be required to stand.

Paid time off for any given week is limited to the expected minimum hours as defined on the employee's job description. For example, if an employee is expected to work 36 hours per week and works 35 hours in a week, the employee will only receive compensation for 1 additional hour.

While time off is accrued commencing with the date of hire (anniversary date), eligibility to begin using paid time off starts after 90 days of employment unless noted otherwise.

6.2 Paid Time Off

Effective Date: March 16, 2024

Revision Date: March 16, 2024
February 18, 2023
October 15, 2016

Paid Time Off (PTO) begins accruing on the date of hire (anniversary date). Eligibility to use any PTO is ninety (90) days of continuous employment from the date of hire.

PTO will only accrue for actual hours worked (regular hours and overtime hours).

PTO will accrue in two (2) forms, Vacation Leave and Personal Leave.

Vacation

Vacation accruals are determined by the number of continuous years, based on anniversary date, worked for the Apple Canyon Lake Property Owners' Association. Vacation Leave accrual balance will be paid at termination of employment.

All regular (non-seasonal) employees are entitled to paid vacation leave at the rate listed below, provided the employee works forty hours (40) a pay period.

For full-time and part-time year-round employees, the rate of accrual increases on the anniversary date of employment is as follows:

- Date of hire and up to one year – Accrue up to 40 hours annually (.019231 per hour worked)
- One year but less than five years – Accrue up to 80 hours annually (.038462 per hour worked)
- Five years but less than ten years – Accrue up to 120 hours annually (.057693 per hour worked)
- Ten years or more - Accrue up to 160 hours annually (.076924 per hours worked)

Up to 40 hours may carry forward to be used within the first six months of the subsequent anniversary year. Failure to use the accrued hours will result in forfeiture unless the General Manager, in writing, has granted prior authorization due to extreme circumstances.

In addition, no payouts in lieu of using accrued vacation leave will be authorized as employees are not rewarded for failure to use accrued vacation hours in the year they were earned.

Paid leave must be used prior to unpaid leave being approved.

Personal Leave

Personal Leave accrual balance will not be paid at termination of employment.

All employees, regardless of employment type, will accrue up to seventy-six (76) hours of Personal Leave per anniversary year (.036539 per hour worked).

Employees do not have to provide any reason for taking this leave and are not required to provide documentation. However, if the leave is foreseeable, the department manager asks for notice seven (7) calendar days prior to scheduling.

Up to forty (40) hours may carry forward to be used within the subsequent anniversary year. Failure to use the accrued hours will result in forfeiture. unless the General Manager, in writing, has granted prior authorization due to

6.3 Holidays and-Holiday Pay

Effective Date:

Revision Date: February 18, 2023
June, 2024 ???

Recognized Holidays

The Association observes and designates the following days as holidays:

New Year's Day
Memorial Day
4th of July
Labor Day
Veterans Day
Thanksgiving Day
Christmas Eve
Christmas Day
New Year's Eve Day

Full-time and salaried employees will be paid their normal base pay for the holidays listed above.

Pay for Working on Recognized Holidays

Pay for hours worked on Recognized Holidays will be as follows:

- Part-time Hourly employees working on a Holiday will be paid time and one-half (1-1/2) their normal rate of pay for actual hours worked.
- Seasonal employees working on a Holiday will be paid time and one-half (1-1/2) their normal rate of pay for actual hours worked.
- Full-time hourly employees will be paid time and one-half (1-1/2) their normal rate of pay for actual hours worked in addition to being paid for the Holiday.
- Salaried employees are not eligible for holiday pay, rather will earn holiday hours equivalent to 2 times the hours worked to be used within 30 90 days of the holiday. Failure to use the hours within 30 90 days will result in forfeiture unless the General Manager, in writing, has granted authorization due to extreme circumstances. Paid holidays missed or accrued are not eligible for payout upon termination.

If an employee is absent on their scheduled work days either preceding and/or following a holiday, due to injury or illness, the Association reserves the right to request the employee verify the reason for the absence in order to receive holiday pay. Unless there is proof of extreme circumstances, holiday pay will may not be paid due to any other excuse for missing the scheduled work days preceding and following a holiday. This will be at the discretion of the General Manager.

Holiday Observance Days

When holidays fall outside of normal operating hours, the General Manager will select an observance day in which eligible employees will receive holiday pay.

6.2 Paid Time Off (Employee Illustration)

(PTO = Personal Time + Vacation Time)

SUBJECT	PERSONAL TIME	VACATION TIME
Accrual	Same rate for all Employees Comply with new Senate law Bill 208 effective January 1, 2024	Accrual rate is based on anniversary date of hire
Earning Pay	Regular hours worked count	Must work 40 hours per period to earn vacation
New Hires	Must work 90 days to qualify	Must work 90 days to qualify
Carry Over	40 hours OK More needs approval from GM	40 hours OK More needs approval from GM
Upon Termination	Not paid	Paid
Seasonal	Accrue	Do not accrue

6.3 Holidays and Holiday Pay (Employee Illustration)

	SALARIED	HOURLY FULL TIME	PART TIME	SEASONAL
Holiday Pay	Yes	Yes	No	No
Working a Holiday	No	Yes	Yes	Yes
Current Practice	No	8 hours straight + 8 holiday = 16 hours 12 hours straight + 12 holiday = 24 hours	Straight	Straight
Proposed Practice	No	8+8+4=20 hours 12+12+6=30 hours	8+4=12 hours 12+6=18 hours	8+4=12 hours 12+6=18 hours

***This is an example of 8 hours and 12 hours worked on a holiday.**



Memorandum

To: Board of Directors

Date: June 3, 2024

From: Deer Management Commission

Memo: 2024-33

Topic: Designated Fund Purchase Request

Issue: To purchase a \$250.00 Visa prepaid gift card for Jon Sonntag + \$5.00 for the card fee (\$255 total) using the Deer Management Commission's designated fund.

Recommendation: Payment is for Jon's numerous hours of technical trouble shooting services and recoding that he provided to fix our crashed online "Sign-in" program. Our program is used by all our deer hunters in the Deer Management program and is critical for the efficiency, tracking and logging of all our hunter's data gathered.



Memorandum

To: Board of Directors

Date: June 3, 2024

From: Flood Mitigation (FM) Commission

Memo: 2024-32

Topic: Recommendation for Spillway Project

Issue: The FM commission has been researching the best methods to help control the lake level during high rainfall events by allowing improved flow through our spillway. Such measures are designed to reduce flooding of lakeside properties and prevent overflowing and compromising our dam, which would endanger downstream farms and towns. Two workshops have taken place to educate the BOD and ownership on the importance of doing flood mitigation. Helm has been selected, by the commission, as the contractor for this major undertaking with CMT engineering the project. If any work is to start in Fall of 2024, the BOD must decide this month (June) to get the contractor on board. The issue is not only deciding if we are moving forward but also determining whether the contractor utilizes a nine-foot drawdown or a thirty-inch drawdown. The savings with only a 30" drawdown is roughly \$300,000, after taking into consideration ACL labor for dock removal, repair and reinstallation which is estimated at \$175,000. The price differential is primarily due to the need for a cofferdam with the lesser drawdown.

Recommendation: The FM commission recommends all three of the following:

- (a) moving forward with the project right now.
- (b) opting for the 30-inch drawdown to minimize logistical issues with docks and ramps.
- (c) potentially phasing the project over two years if finances are challenging and for other reasons as indicated in attached document. Understand staging the project over two years may result in additional costs in labor and material.

Let it be known that point (a), moving forward, was a unanimous decision and points (b and c) were majority decisions with legitimate reasons cited on both sides.

Discrepancies, Value Engineering and Cost Savings

(Created 3/27/24, Updated 3/29, 4/14, 5/6, 5/12, 5/15)

Reasons for discrepancies from CMT's estimate vs Bid.

1. CMT has experienced substantial increases in construction bid cost on many projects in the past 3 years. ACL project was cost estimated 2 years ago. Abundance of work and not enough contractors. The last few years projects will have only 1 or 2 bidders when typically they would receive 3 to 5 bidders.
2. Inflation; concrete in 2022 was \$100.00 Cubic yd. vs 2024 \$170.00 Cubic Yd. Still have 8 months to go before concrete is poured, may rise again.
3. Nine foot draw down vs 30" inch draw down which was the ACL desired way. The proposed cofferdam was not included in original cost estimates. A cofferdam would require IDNR review and approval with stipulation it be a washout type. Some underwater rock removal maybe required with or without a cofferdam.
4. Pumps and fuel cost to keep water out of construction area not considered.
5. Contractor concerned rocks are very hard, will take a lot more effort/labor to remove.
6. Mechanical vs blasting for removal of rocks. Blasting contractor would not bid project, they felt requirement in the specification were too stringent and would cause delays and lost time. Blasting would be less expensive.
7. Ramp cost to access site, 2 ramps were figured vs crane and concrete pumping. CMT did not include cost of rock removal to create these ramps. FM commission left the ways and means of access up to the bidder.

Value Engineering Ideas with Cost savings

1. Eliminate the pumps and fuel cost by allowing contractor to operate dam valve as required to control lake level.

FINDINGS: The alternative is to open the existing 24 inch plug valve which is on the order of 43,000 gpm. That is capable of a 5.5 inch drop in water level over 24 hours. This would discharge vastly greater water than the proposed pumps. The matter of who operates the valve and at what times would have to be determined. Can keep valve open so rate of inflow equals rate of outflow. Under consideration.

SAVINGS: \$270k

2. Have blasting engineer talk to contractors for cost and time savings ideas

FINDINGS:

Quicker review of blasting plans, no waiting for approval for the next blasting schedule so continuous blasting can happen. This doesn't mean the contractor will just blast away continuously, it just means he will not need to submit every blasting charge, then wait for approval before setting and discharging his blasting that basically has already been approved and reviewed by the engineer in his plan. Eliminating pre-splitting, which will result in a rougher rock face, however has no effect on channel flow capacity. Eliminated the blasting consultant in specifications.

CMT has reached out to Helm to discuss blasting specs. Recall, they were originally doing mechanical removal of rock because blasting contractor said too many specifications. SW had a conference call with Falcon (blasting contractor) and discussed alternate methods for blasting and reducing request for three blasting experts on site down to two along with other less restrictive requests. Blasting cost would be less than mechanical removal. Under consideration.

SAVINGS: \$415k

3. Review the ramp idea for other means of access to the spillway.

FINDINGS: Can we do in house? Bid indicated two ramps were being made to access the spillway from the North, is that necessary, can one ramp work?

4. CMT to review the Spillway drawings, see if concrete floor thickness can be reduced and if the sidewall can be reduced in height.

FINDINGS: The 39'x100' floor slab can be reduced from 24" thick to 15" thick, about 108 cubic yard reduction. Rebar can be reduced in size and spacing increased reducing # bars needed. The rock removal under the slab will be reduced because of thinner slab. The top of the two end walls of the spillway will be lowered from El 807.0 to El 802.5 only if concrete is poured against native rock, no CLSM is placed behind the wall.

SAVINGS: \$105k

5. Aqua Dam cost breakout to determine if lowering the lake 9 foot should be considered.

Findings: The FM commission is not in favor of this idea due to logistical challenges and possible ACL costs with docks, etc. We are investigating what the cost savings would be IF we did choose that option. The initial bids requested a cofferdam option to keep lake level down less than 24 inches from normal pool.

SAVINGS: \$425k (with the understanding it may cost ACL \$100k-\$150k for repair and labor)

ACL Value Engineering (VE) Cost Savings (includes additional ACL costs)

(Created 4/11/24, updated 4/28, 5/6, 5/12)

See proposal from Helm (dated 5/14/24) for drawdown cost comparisons

Some figures are rounded and subject to change. Additional savings/expenses may occur.
The dollars listed hold true if project is done in 2024, if phased into future years will cost more.
Ve savings have been determined by Helm

VE savings:

- 1) \$105k reducing cement quantity on spillway floor
- 2) \$425k eliminate cofferdam (which means we drop lake 9') but ACL pays for dock repair and labor. Estimated ACL cost for labor and dock repair \$150k-200k. Does not include needed concrete repairs around marina area and dock.
- 3) \$415k blasting vs mechanical rock removal. Helm puts responsibility on ACL for any owners' concerns and proposes subcontracting blasting company (Falcon) would be hired by ACL at a cost of \$240k. Blasting vs mechanical, still \$415k savings.
- 4) \$270k eliminate pumping system for lake control. Use ACL dam valve instead. Logistics and liability to be worked out.

Above savings come to \$1.215m if lowering lake 9'

So doing the math: Original cost from Helm was \$3.920m (includes \$150k for dam crest work)
\$3.920m - \$1.215m (savings) = \$2.705m (Helms reduced proposal total) if lowering lake 9' or if ACL hires Falcon (\$240k), Helms proposal becomes \$2,465,000.

\$2.705m (Helm cost including blasting) + \$215k (project management) + \$175k (ACL labor and repair of docks) + \$135k (5% contingency) = \$3,230,000

Note: Contingency reduced from 10% to 5% as suggested by CMT

If remove \$150k crest work, (to be done in subsequent year), the project comes in at \$3.08m.

Potential additional savings/expenses.

- 1) Project management cost if utilizing Jeff and Barry as eyes on the ground. Reducing trips by CMT.
- 2) Ramp/road construction, South side from Apple Canyon Road to top of dam, done in house.
- 3) Using local clay quarry vs ACL clay borrow pit.
- 4) Insurance costs for blasting liability
- 5) If using cofferdam and ACL assumes blasting costs proposal is \$2,960,000. Increase of ~ \$495,000 however ACL cost to repair damages would be significantly reduced but not eliminated.

Pros and Cons for a 9' lake drawdown

(Created 5/12/24, updated 5/15, 5/29)

Keep in mind, we have to draw down either 30 inches (with cofferdam) or 9 foot (no cofferdam). Both scenarios will have associated costs in preventing damage to docks. Much greater cost with a 9 foot drawdown. In both cases getting the boats and association shore stations/docks out of the water will be a real issue.

Pro's for a 9' drawdown:

- 1) Significant cost savings ~ \$300k
- 2) Other work around the lake can be done in a 'dry' environment (marina concrete wall, walkway, ramps, etc).
- 3) Shallow Bay dredging, although need a long arm backhoe. Feasible, necessary?
- 4) Demolition and construction work can be done in dry environment, in less time, saving money.
- 5) Zebra mussel control
- 6) Discharge may help with 'flushing' of the lake

Disadvantages to a 9'drawdown:

- 1) Major work needed to disassemble and to reassemble association docks. Poles have to be removed and cannot be put back in until lake rises close to normal pool.
- 2) Labor pool to do the above work, outside contractors, volunteers. Estimate \$150k-\$200k.
- 3) Lake will take more time to refill, potentially interfering with the 2025 boating season.
Watershed is a 24 to 1 ratio (One inch of rain thruout entire watershed having 100% runoff into lake with no discharge capacity will raise lake 24 inches) Not feasible but accurate.
- 4) Security issues with treasure seekers, UTV's , etc
- 5) Costs associated with private and association docks, logistical challenge.
- 6) Other unforeseen damage or issues that might come up.

Phasing the Project

(Created 3/27/24, updated 5/12, 5/30)

For a number of reasons, it might be a good idea to consider phasing the project over two or more years. We could do some of the work in 2024 that would greatly increase our spillway capacity without spending the full amount of the Bid.

By phasing the work on the discharge side (waterfall side) of the existing spillway in 2024 we will only need to drawdown the lake 6" to 8" thus no shorting of the boating season, no rush to get the boats and shore stations out of the lake. As we know K&S is struggling with labor this year and is drastically behind. This will be a logistical challenge in the future.

A decision on the 30" vs 9' drawdown needs to be made by BOD for it effects the contractor project scheduling, necessary permits, review by DNR (if cofferdam is needed), communication to ownership, and working out logistical/labor issues with K&S marina.

With the rocks and concrete wall removed behind the existing weir, our current existing spillway would greatly increase in capacity.

Since substantial work would be completed this year, we could delay next year start until November 1st, if approved by contractor, allowing 2 extra months to get the boats and shore stations out next year.

By completing the construction of the new labyrinth weir this year, we would reduce our exposure for concrete inflation pricing in the future.

It would allow additional time to research different methods, if they exist, for rock removal in front of the spillway.

It would allow for additional time and better communication with the ACLPO on what to expect next fall (2025) with the drawdown and timing.

Advantages to phasing the project:

It has been said that a one-year completion (if that is still feasible) may take longer than the 3-4 months as originally planned. With two-year plan contractor can spread out the work load and boating season(s) can be saved.

Disadvantages to phasing the project:

1. Additional labor cost with contractor having to return next year.
2. Inflationary costs for material (concrete being one).
3. Contractor may not be interested.

It is important to understand that we still must conclude our permit obligation to IDNR and the Army Corp of Engineers. We cannot just proceed with a section of the work and not finish it without repercussion from the IDNR and ACoE. What those repercussion might be is totally unknown at this time but it has been said by DNR we would not get an operating permit.



Memorandum

To: Board of Directors

Date: June 5, 2024

From: Zebra Mussel Ad Hoc Commission

Memo: 2024-36

Topic: Zebra Mussel Ad Hoc Commission Recommendation

Issue: Apple Canyon Lake (ACL) health has been affected by Zebra Mussels, an invasive species not only negatively impacting our lake water quality, but also causing personal property damage and physical injuries, and putting the golf course irrigation system at risk. To improve the monitoring process, additional equipment is needed.

Recommendation: To use our current equipment, there are additional items ACL needs to purchase. With this additional equipment, ACL can monitor for hot spot areas, be able to predict spawn events, and monitor the success of treatments. ACL currently owns a polarizing microscope, which is useless without additional equipment (see attached document). The Ad Hoc Commission will develop procedures and training to volunteers/ACL staff. Data collected can be reported to property owners. The cost of additional equipment is not to exceed \$2000.

Plankton Tow Process Supplies

Supplier: Dynamic Aqua Supply (dynamicaquasupply.com)

ITEM	ITEMS NEEDED	COST
Plankton Tow net Simple, 30 CM Diameter x 120 CM Length – 30cm x 120 CM Length 250 Micron mesh	1	\$749.00
Tally counter, Metal Internal Parts	1	\$22.75
Sedgewick Rafter Counting Chamber with Grid	3	\$255.00
Replacement Cover Glass for Sedgwick Rafter Counting Chamber	20	\$220.00
TOTAL COST		\$1246.75

Supplier: AmScope (www.amscope.com)

ITEM	ITEMS NEEDED	COST
Camera for PZ -200B microscope with PC software – MU series 10.0MP USB 2.0 color CMOS C-Mount Microscope Camera with Reduction Lens	1	\$289.99
TOTAL COST		\$289.99

TOTAL: \$1536.74



Memorandum

To: Board of Directors

Date: June 7, 2024

From: ACLPOA

Memo: 2024-37

Topic: ACLPOA Employee Benefits Renewal

Issue: The ACLPOA employee benefits program was up for renewal.

Recommendation: ACL is considered a large employer which causes our healthcare benefits to be medically underwritten and claims based. The initial proposal from BlueCross BlueShield was for a 6.18% increase, which is rather low given the typical renewal in our region is between 6 and 8%. Brian Coyle and I reviewed the initial proposal and created a strategy for Brian and Reese Insurance Group to work on reducing the final increase from BlueCross.

After a month of progressive back and forth with BlueCross, Brian was able to achieve a remarkable final offer of an increase of only 2.99% which equates to \$8255.52. We explored United Health Care as an alternative, however, changing to UNH would have forced most staff to change doctors and we would have lost Dubuque and Madison hospitals as options, this would have caused significant hardship. We did not continue with UNH.

The dental optical renewal with Principal was worked down to a 4% increase which is \$722.88 with an annual premium of \$18,787.32 over the \$18,064.44 annual premium for this year. The principal originally proposed increase was 6.12%. Delta and Metlife were also quoted, and they proposed increases of 17% (\$3070.44) to \$21,134.88 and 12.58% (\$2271.84) \$20336.28 respectively. Management recommends renewing with Principal.

Carrier		BlueCross BlueShield of Illinois	
Plan Name	MIBPP2070	MIBPP2070	MIBPP2070
Network Name	Participating Provider Organization [PPO]		
Plan Details	In-Network	Out-of-Network	
Current Individual Deductible	\$1,500	\$3,000	
Renewal Individual Deductible	\$1,500	\$3,000	
Current Family Deductible	\$4,500	\$9,000	
Renewal Family Deductible	\$4,500	\$9,000	
Coinsurance	80%	60%	
Current Individual Out of Pocket	\$3,500	\$10,500	
Renewal Individual Out of Pocket	\$3,500	\$10,500	
Current Family Out of Pocket	\$10,500	\$31,500	
Renewal Family Out of Pocket	\$10,500	\$31,500	
Office Visits - Primary Care	\$30 Copay	40% After Ded	
Office Visits - Specialist	\$50 Copay	40% After Ded	
Preventive Care	No Charge	40% After Ded	
Emergency Room Visits	\$150 Copay		
Urgent Care Visits	20% After Ded	40% After Ded	
Diagnostic Tests (X-Ray, Blood Work)	\$30 or \$50 Copay	40% After Ded	
Imaging (CT/PET Scans, MRIs)	20% After Ded	40% After Ded	
Outpatient Surgery	20% After Ded	40% After Ded	
Hospital Stay	20% After Ded	\$300 Copay, Then 40% After Ded	
Prescription Drugs - Preferred	\$0/\$10/\$50/\$100/\$150/\$250		
Prescription Drugs - Non-Preferred	\$10/\$20/\$70/\$120/\$150/\$250		
Monthly Premiums	PP0	HSA	Revised Rates
Employee	6	0	\$680.70
Employee & Spouse	4	0	\$1,462.80
Employee & Child(ren)	1	0	\$1,290.58
Family	6	0	\$2,007.14
Monthly Premiums	\$22,973.98		
Current Annual Premium	\$275,687.76		
Renewal Annual Premium	\$283,943.28		
	\$ Difference From Current		
	2.99%		



Memorandum

To: Board of Directors

Date: June 7, 2024

From: ACLPOA

Memo: 2024-38

Topic: 2023 Audit Report

Recommendation: To approve the 2023 Audit Report.