

**APPLE CANYON LAKE PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 16, 2012
9:00 A.M. - ACL CLUBHOUSE**

AGENDA NARRATIVE

AGENDA ITEM: 4.0
SUBJECT: ORDERS OF THE DAY

Kevin Kavanaugh will call the meeting to order. Once elected, the President will preside.

**ARTICLE VIII, POWERS, AND DUTIES OF THE BOARD OF DIRECTORS
SECTION 1:**

The Board of Directors shall exercise for the Association all powers, duties and authority vested in the Association by law, including, but not limited to, the provisions of CICAA, as amended and in effect from time to time, or by the Restated Covenants, or by the Bylaws, as amended and in effect from time to time, except for such powers, duties and authority reserved by law or by the Restated Covenants to the Members.

The duties of the Board shall include, but not be limited to the following:

a. To elect from the Board members at the first meeting following the annual meeting the President, Vice-President, Treasurer, and Secretary, and appoint such other persons who are authorized to serve as Assistant Treasurer or Assistant Secretary, and define their duties.

CATEGORY: UNFINISHED BUSINESS-COMMITTEES
AGENDA ITEM: 11.1
**SUBJECT: RENEWAL OF MOTION FOR NEW HOLE AND YARDAGE
MARKERS**

At the Board meeting on May 19, 2012, the Board approved:

11.8 New Holes and Yardage Markers – President Kavanaugh read the narrative from the Golf Committee. Bob Ballenger moved, Chuck Larsen seconded, “To approve the purchase from Designated Funds by the Golf Committee for new hole and yardage markers not to exceed the cost of \$2,100”. Motion carried unanimously.

This motion should be only for new Tee Box Signs to replace the current ones. These new Tee Boxes will be made of Stone with laser engraved numbers. The balance remaining in the Designated Fund after the purchase is \$3320.74.

**RECOMMENDED MOTION: TO APPROVE THE PURCHASE OF NEW TEE BOX
SIGNS FROM DESIGNATED FUNDS BY THE GOLF COMMITTEE AT A COST NOT
TO EXCEED \$2,100. THIS MOTION REPLACES THE MOTION OF MAY 19, 2012,
11.8.**

CATEGORY: NEW BUSINESS-COMMITTEES
AGENDA ITEM: 12.1
SUBJECT: COMMITTEE CHANGES VIA MOTION OF CONSENT

- A. To accept the resignation of:
 - 1. Jim Craig from the Campground Committee

- B. To appoint:
 - 1. Marsha Knuckey to the Nominating Committee
 - 2. Rosanne Brandenburg to the Nominating Committee
 - 3. Mike Cammack to the Conservation Committee

RECOMMENDED MOTION: APPROVE THE COMMITTEE CHANGES AS LISTED ABOVE.

CATEGORY: NEW BUSINESS-COMMITTEES
AGENDA ITEM: 12.2
SUBJECT: TRAILS COMMITTEE

The Trails Committee has been a sub-committee of the Conservation Committee since its inception; however, it has operated as a standalone committee for many years. This committee has become instrumental in the development of the trails, and works very well independently. At this time, they would like the Board to approve their status as an independent Non-Standing Committee. The attached Committee charge will remain the same.

RECOMMENDED MOTION: APPROVE THE TRAILS COMMITTEE AS NON-STANDING COMMITTEE RATHER THAN A SUB-COMMITTEE OF THE CONSERVATION COMMITTEE.

CATEGORY: NEW BUSINESS-COMMITTEES
AGENDA ITEM: 12.3
SUBJECT: LONG RANGE PLANNING

The Board of Directors has asked for a review of the 2005 Long Range Plan in 2012. The charge of the last Long Range Planning Committee which has been dissolved was:

LONG RANGE PLANNING COMMITTEE CHARGE

The Long Range Planning Committee shall be responsible for developing a new long range plan for Apple Canyon Lake Property Owners Association. The duties of the Committee shall include: assist the Master Plan Search Committee in the process of selecting a long range planning firm, direct and assist the chosen planning firm in the development of a new long range plan, submit a new long range plan to the ACL Board of Directors for approval. The committee will prepare a summary of Activities and Projects the committee has been involved in over the past year for presentation at the annual meeting.

The new Committee will be charged with reviewing the current Long Range Plan, analyze recommendations in the plan that are incomplete and recommend to the Board new plans for the future. If necessary, recommend to the Board that a Long Range Planning Firm be retained to work with the Association.

Members for the committee for approval are:

1. Don Ford
2. Tim Johnson
3. Joe Forman
4. Duane Suits
5. Jack Finley
6. Rich Krasula
7. Doug Vandigo

RECOMMENDED MOTION: APPROVE THE LONG RANGE PLANNING COMMITTEE, THE RECOMMENDED CHARGE, AND THE MEMBERS LISTED ABOVE.

CATEGORY: NEW BUSINESS-CONTRACTS
AGENDA ITEM: 12.4
SUBJECT: CONTRACT FOR GENERAL CONTRACTOR FOR POOL/BATHHOUSE PROJECT

The Board of Directors approved the recommendation of the Pool Committee at the May 19, 2012 meeting, to retain Conlon Construction as the General Contractor for the Pool/Bathhouse Project. A contract was prepared by Dewberry and reviewed by the Board of Directors.

RECOMMENDED MOTION: APPROVE THE CONTRACT WITH CONLON CONSTRUCTION FOR THE CAPITAL PROJECT-POOL/BATHHOUSE.

CATEGORY: NEW BUSINESS-CONTRACTS
AGENDA ITEM: 12.5
**SUBJECT: THREE (3) YEAR CONTRACT (2012, 2013, 2014) FOR THE
AUDIT AND TAX PREPARATION**

Four RFP's were sent out with all four companies returning proposals. The GM and Board Treasurer reviewed the proposals. The best overall proposal for ACLPOA is to continue with Honkamp, Krueger & Co.

**RECOMMENDED MOTION: APPROVE THE THREE-YEAR CONTRACT FOR
YEARS 2012, 2013 AND 2014 WITH HONKAMP, KRUEGER & CO. TO AUDIT AND
PREPARE THE TAXES FOR ACLPOA.**

CATEGORY: NEW BUSINESS-
AGENDA ITEM: 12.6
SUBJECT: MARINA FENCING

The Maintenance Committee reviewed the options for the fence around the patio at the Marina. The Committee strongly recommends the fencing from the pool be used at the Marina (top landscaping fence) to provide for safety. This also provides an aesthetically pleasing option at minimal cost. Temporary caution cones and tape will be used until the pool closes on August 6th and the fence can be moved. The Maintenance crew will do all work.

**RECOMMENDED MOTION: APPROVE THE LANDSCAPING FENCE AT THE
POOL TO BE USED AT THE MARINA AFTER THE POOL CLOSSES IN AUGUST.**

CATEGORY: NEW BUSINESS-COMMITTEES
AGENDA ITEM: 12.7
SUBJECT: LAKE MONITORING COMMITTEE

Sharon and Darryle Burmeister have been lake monitoring volunteers for the Illinois Environmental Protection Agency for many years. The program has evolved from secchi disk readings to water sampling and oxygen and temperature readings. This year the IEPA expanded their water quality assessments to a Tier 3 level. This is the highest level that the IEPA funds.

Their water sampling will include total phosphorus, total and volatile suspended solids, nitrate and nitrite nitrogen, ammonia nitrogen, total kjeldahl nitrogen, alkalinity, color, chlorophyll sampling, dissolved oxygen, and temperature profiles. All of their samples are packed in ice and sent to a certified laboratory to be tested. University of Dubuque students will also be sampling the streams coming in to the lake. The Association is privileged to all of the results and information obtained.

The program that Sharon and Darryle are doing surpasses what the present Lake Monitoring Committee is doing. For this reason a new Mission Statement and/or charge will be created.

Erin talked to everyone involved with this testing; we all agree that to eliminate redundancy, and to achieve what is best for ACL that the present Lake Monitoring Committee be dissolved and a new one formed.

This program will have a very positive effect on our 319 grant for the Watershed Plan.

Delete:	Add:	Darryle Burmeister, Chair
Martin Handley		Sharon Burmeister
Mike Harris		Richard Krasula
Erin Winter		Aren Helgerson

COMMITTEE CHARGE

LAKE MONITORING COMMITTEE CHARGE TIER THREE

ACLPOA's Lake Monitoring Committee is part of the Illinois Environmental Protection Agency's established Tiered Approach program. The structure was developed to take into account the needs of both the Illinois EPA and volunteers by establishing different levels of volunteer participation and data use. ACLPOA is currently a Tier Three Volunteer Lake Monitoring Program member (VLMP).

Tier Summary:

Tier 1

In this tier, volunteers perform Secchi disk transparency monitoring and record field observations. Monitoring is conducted twice per month from May through October typically at 3 in-lake sites.

Tier 2

In addition to monitoring Secchi disk transparency, Tier 2 volunteers enter the advanced water quality program by collecting water samples for nutrient and suspended solid analyses at Site 1. Water quality samples are taken once per month in May through August and October in conjunction with one Secchi transparency monitoring trip.

Tier 3

This is the most intensive tier. In addition to monitoring Secchi disk transparency, Tier 3 volunteers are also part of the advanced water quality program and collect water samples at up to 3 sites on their lake. As in Tier 2, their samples are analyzed for nutrients and suspended solids; however, they also collect an additional parameter: chlorophyll. With this additional parameter, volunteers must collect and filter their own chlorophyll samples. This tier may also include dissolved oxygen/temperature profiles as equipment is available. As in Tier 2, water quality samples are taken once per month in May through August and October in conjunction with one Secchi transparency monitoring trip.

The committee will prepare a summary of activities and projects they have been involved in over the past year for presentation at the annual meeting.

RECOMMENDED MOTION: APPROVE THE LAKE MONITORING COMMITTEE AND COMMITTEE CHARGE AS LISTED ABOVE.