



Memorandum

To: ACL Board

Date: March 3, 2014

From: Megan Shamp, Office Manager

Memo #: 2014-22

Topic: committee changes

Recommendation: To approve the resignation of Ken Pickel from the Conservation Committee and Jeff Pope from the Long Range Planning Committee.

Issue: Ken Pickel and Jeff Pope have submitted their resignations from the Conservation Committee and Long Range Planning Committee, respectively.



Memorandum

To: ACL Board

Date: March 3, 2014

From: Megan Shamp, Office Manager

Memo #: 2014-21

Topic: dissolution of the Grant Writing Committee

Recommendation: To dissolve the Grant Writing Committee.

Issue: A review of grants available to Apple Canyon Lake has only found the 319 Grant, which we received this year.

Analysis: The Grant Writing Committee was formed as an Ad-Hoc Committee in November of 2009. They were charged with developing a plan and timeline for seeking a grant, identifying the scope of work and expenses for grant writer Madelyn Wilhelm, identifying potential projects for a grant application, researching grant funding sources, submitting preliminary plans for the grant, including budget components, to the Board of Directors, writing and submitting a grant application, and proposing applicants for a new committee to oversee grant administration after a grant was approved.



Memorandum

To: ACL Board

Date: March 3, 2014

From: Megan Shamp, Office Manager

Memo #: 2014-23

Topic: lot combination

Recommendation: To approve the combination of lots 21 and 22 in Blackhawk subdivision, as requested by Daniel & Annamarie Ostrowski.

Issue: Daniel & Annamarie Ostrowski have submitted a lot combination request to the AECC in order to build a garage.

Analysis: The lot combination was approved at the March 1, 2014 Architectural & Environmental Control Committee meeting. The request is now being submitted to the Board of Directors for final approval.

Memorandum



To: ACL Board

Date: March 3, 2014

From: Sandra Nolan, Building Inspector

Memo #: 2014-24

Topic: request for variance

Recommendation: TBD

Issue: Janet Moote has requested an appeal to the Board of Directors of the denial of her proposal for a garage at the December 7, 2013 AECC meeting.

Analysis: The AECC reviewed the plan for a new detached garage at lot 05-080 owned by Janet Moote at their December 7, 2013 meeting. They reviewed a letter provided to the Jo Daviess County Zoning Board from a neighbor who did not support the garage (a copy of this letter is included in the Board packet). They took the letter seriously per the Building Code. Key elements were missing from the site plan, such as the location of the septic system, missing dimensions, and a shed that was not on the plan. The proposed garage significantly encroached into the required front yard setback. No evidence was given for a hardship. Ms. Moote has a very deep lot with a large backyard. There is plenty of room to build the garage in the back yard but Ms. Moote believes she would have trouble navigating the driveway due to the slope of the yard. The committee felt the garage was detrimental to the neighborhood. The motion for discussion failed with no yea votes. Ms. Moote has provided additional plans to the Association Office for review.

Memorandum

To: ACL Board
From: Tim Ridder, Operations Director
Date: 2/24/2014
Memo # 2014-19
Topic: Campground Task Force

Issue: The ACL Campground has been around since the beginning of the Apple Canyon Lake development. It was originally designed to be a place people could camp while their house was built. It has evolved over the years into an additional amenity at ACL used to its maximum during the summer season. When I was hired by the Board, they asked me to do a thorough review of all operations. To this end I am recommending the Board approve a Task Force to look at three areas pertaining to the campground and develop reports on those questions for the Board to review.

These areas are:

1. A review of the current expenses and revenues at the campground and to do a comparison of fees to the surrounding area. This question will be given to the Task Force in April and they will have three months to bring a report back to the Board.
2. A complete review of the rules and regulations currently at the campground and recommendation for any possible changes to those rules and regulations. This question will be given to the Task Force in July and they will have three months to bring a report back to the Board.
3. The development of possible short term, medium, and long range plans for the campground. This question will be given to the Task Force in October and they will have two months to bring a report back to the Board.

Analysis: As for members of the task force, I am recommending the Board appoint two representatives from the campground, two at large representatives, and staff that will consist of the Operations Director and any other staff members needed to answer these questions.

To this end I recommend the board appoint the following individuals to the Task Force:

Campground Members	ACL Property Address
Kathy Richards	11-223 Driver Ln, 11-255 S Appl Cnyn Rd
Jim Craig	11-294 Sand Trap Dr
At Large Members	
Marge Clark	11A42 Par Ct
Joe Forman	12-79, 12A80 Roosevelt Lane
Staff	
Tim Ridder, Operation Director	12A93 Roosevelt Lane
other staff as needed	

Recommendation: The Board appoints the Task Force as recommended and tasks them to complete the work with the timeline as recommended.