

# Memorandum

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**To:** ACL Board

**Date:** January 8, 2016

**From:** Megan Shamp

**Memo #:** 2016-1

**Topic:** January committee changes

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**Recommendation:** To appoint Kim Rees, Erin Winter, and Gary Hannon to the Lake Monitoring Committee, and Vickie Sershon and Amanda Freidag to the Rules and Regulations Committee; and to accept the resignation of Jan Rich from the Recreation Committee, Jim Craig from the Rules and Regulations Committee, and Darryle & Sharon Burmeister from the Lake Monitoring Committee.



# Memorandum

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**To:** ACL Board

**Date:** January 8, 2016

**From:** Megan Shamp

**Memo #:** 2016-3

**Topic:** dissolution of Campground Task Force

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**Analysis:** The Campground Task Force was created in 2014 to review the current expenses and revenues at the campground and do a comparison of fees to the surrounding area; to review the Rules and Regulations and make a recommendation for possible changes; and to develop possible short term, medium, and long range plans for the campground. Rick Paulson is currently conducting an analysis of the expenses and revenues at the campground. The Rules & Regulations have been reviewed and amended by the Board. Staff feels that the short term, medium and long range plans are best investigated at strategic planning sessions and by the Long Range Planning Committee. At this time, we do not see any need for the Campground Task Force and feel it can be dissolved.

**Recommendation:** To dissolve the Campground Task Force.



# Memorandum

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**To:** ACL Board

**Date:** January 8, 2016

**From:** Rick Paulson

**Memo #:** 2016-5

**Topic:** Planning Resources

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**Analysis:** In November 2012, the Association contracted with Planning Resources to develop a Long Range Plan. Planning Resources invested extended time into creating a comprehensive Long Range Plan. Through changes in leadership with the General Manager, it was decided not to pay out on the contract/agreement. There was an outstanding bill for \$4,131.25.

During the budgeting process, it was determined by the Budget Committee for me to make contact with Planning Resources to reconcile the billing situation. The amount due to Planning Resources was included in the FY16 R & R budget. I contacted Planning Resources and received the invoice along with a digital copy of the Long Range Plan.

**Recommendation:** To pay \$4,131.25 to Planning Resources.

# Memorandum

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**To:** ACL Board

**Date:** January 8, 2016

**From:** Megan Shamp

**Memo #:** 2016-4

**Topic:** Jo Daviess County SWCD Professional Services Agreement

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**Recommendation:** To renew the professional services agreement with the Jo Daviess County Soil and Water Conservation District for the period of January 1, 2016 through December 31, 2016.

**Issue:** Our current contract with the Jo Daviess County Soil and Water Conservation District (SWCD) expired December 31, 2015. This service agreement provides ACLPOA with professional services of the SWCD, our primary contact being Mike Malon, Resource Conservationist. The renewal does include an hourly fee change to \$52.50 per hour from \$50.



# Memorandum

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**To:** ACL Board

**Date:** November 22, 2015

**From:** Golf Committee

**Memo #:** 2016-2

**Topic:** Golf Committee Designated Funds usage

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**Issue:** The Golf Committee has requested that the forward tee box be relocated closer to the green to improve play on hole #2.

**Recommendation:** To approve the Golf Committee's purchase of stone for a retaining wall at the new forward tee on hole #2. The cost of the stone will not exceed \$500. The money will be deducted from the Golf Committee's Designated Fund. All work will be done in house.