



Memorandum

To: ACL Board

Date: November 8, 2016

From: Megan Shamp

Memo #: 2016-86

Topic: November committee changes

Recommendation: To appoint Rich Krasula as Vice Chair of the Legal Committee, John Killeen to the Pro Shop Food & Beverage Study and Golf Committees, and Fern Tribbey to the Budget and Recreation Committees.

Plan on a Page: High Performing Operations and Management - LRG – Build capacity in volunteerism, board membership, committee work, and association activities by December, 2018.



Memorandum

To: Board of Directors

Date: November 8, 2016

From: Shaun Nordlie

Memo: 2016-92

Topic: Jo Daviess County Water Resource Management Plan (2016)

Issue & Analysis: The League of Women Voters of Jo Daviess County has facilitated a two-year planning process with stakeholders broadly representing county interests, leading to the completion of the Jo Daviess County Water Resource Management Plan (2016). This Plan provides goals, objectives, and an action plan designed to enhance storm water management, enhance groundwater management, and protect/maintain/improve water quality. Beth Baranski will present the plan at the Board meeting. A PDF of the plan and a video presentation about the plan can be viewed at: <https://drive.google.com/drive/folders/0B6allUzZiMn3SmNPVDJXeDZRVnM>

Recommendation: The Apple Canyon Lake Property Owners Association Board of Directors approves and supports the Jo Daviess County Water Resource Management Plan (2016).



Memorandum

To: Board of Directors

Date: November 8, 2016

From: Megan Shamp

Memo: 2016-88

Topic: Request to Restrict Lot

Issue: Daniel & Betty Westemeier, lot 13-080, have submitted a Restricted Lot application to the office. Rick Paulson has confirmed that it is a vacant, unimproved lot.

Recommendation: TBD

***Plan on a Page: High Performing Operations and Management – Long Range Goals and Measures – Fund and manage the operational budget with fiscal responsibility.
High Performing Operations and Management - 1YAP – Train Board of Directors and staff on governing documents for consistency in decision-making.***



Memorandum

To: Board of Directors

Date: November 8, 2016

From: Shaun Nordlie

Memo: 2016-93

Topic: Golf Cart Lease

Issue & Analysis: The golf cart lease is expiring on December 31, 2016. Bids were accepted for a new lease starting with the 2017 golf season from two vendors. ACL rents 25 golf cars per year and is given a utility/beverage cart with the lease. John's ON-SITE Golf Cart Service offered a three-year lease for the amount of \$12,875 per year; Harris Golf Cars offered a five-year lease for the amount of \$14,377.50 per year. Both leases are for used golf cars. In my opinion, Yamaha golf cars are a better product and the cars that Harris will be supplying to ACL will be newer. I feel that this justifies the additional expense of \$1502.50 per year.

Recommendation: To accept the golf cart lease contract from Harris Golf Cars for 25 golf cars plus a utility/beverage golf car.



Memorandum

To: Board of Directors

Date: November 8, 2016

From: Megan Shamp

Memo: 2016-89

Topic: Dissolve Employee Handbook Ad Hoc Committee

Issue & Analysis: The revised Employee Handbook was approved at the October, 2016 Board Meeting. The Employee Handbook Ad Hoc Committee's task has been completed and the committee can be dissolved.

Recommendation: To dissolve the Employee Handbook Ad Hoc Committee.



Memorandum

To: Board of Directors

Date: November 8, 2016

From: Rick Paulson

Memo: 2016-90

Topic: purchase dock materials

Issue: The maintenance department would like to begin work on the docks this year. In 2015, money was approved to spend on floats and materials for the staff to begin building docks in November and December; this allowed more docks to be built during the off season and ultimately helped get closer to the completion of this project. The docks that will be constructed for 2017 are in the marina. \$40,000 is budgeted for dock repair in the 2017 R&R budget. The attached estimate of unused R&R money spent in 2016 shows a balance of about \$25,000. By utilizing the funds and the remaining two months of 2016 to construct these docks, we can make significant progress in the replacement.

Recommendation: Approve the use of up to \$25,000 from the 2016 reserves to purchase materials for the construction of replacement docks due to the safety issues associated with the existing docks with Styrofoam floats.



Memorandum

To: ACL Board

Date: November 8, 2016

From: Cindy Carton

Memo #: 2016-91

Topic: 2017 Calendar dates

Issue: The Communications Department will produce a 2017 glossy calendar to include the tentative dates of most ACL events and special holiday office closings, as well as regularly scheduled Board and Committee meetings.

Analysis: It is essential that the Board takes note of the proposed ACL calendar of events, meetings and official Association closings. Approval is appreciated so that I may submit the final information to the printer by November 22. Please know that some dates may change throughout the year as needed, some events may be added and some may be cancelled.

Recommendation: That the board review and accept the 2017 Calendar of events for publishing.