



Memorandum

To: ACL Board

Date: February 8, 2019

From: Megan Shamp

Memo #: 2019-8

Topic: February committee changes

Recommendation: To appoint Chris Szczypta to the Campground Committee, George Drogosz to the Rules and Regulations Committee, Bob Fitzjerrells to the Rules and Regulations Committee, Kerstin Stolpe-Friend as Vice Chair of the Conservation Committee, Carmel Cottrell to the Ad Hoc 50th Anniversary Committee and Allen Hendren to the Trails Committee; and to accept the resignation of Karen Smith from the Budget Committee and Janet Spivey from the Budget Committee.

***Plan on a Page: High Performing Operations and Management –
To operate at full efficiency and effectiveness for the benefit of the
Association***



Memorandum

To: Board of Directors

Date: February 8, 2019

From: Shaun Nordlie

Memo: 2019-7

Topic: Dissolve the Ad Hoc Cove RFQ Task Force Committee

Issue & Analysis: At their September 15, 2018 meeting the Board of Directors approved the formation of a Cove RFQ Task Force, consisting of Shaun Nordlie, Jody Ware, Barb Hendren, Steve Tribbey, and Mike Harris. They were tasked with the creation and distribution of an RFQ for a Cove restaurant operator and to also represent the Apple Canyon Lake Board of Directors in conducting a search for a new operator for the Cove restaurant. With the approval of a new lease for the operation of the Cove we can now dissolve this committee.

Recommendation: To dissolve the Ad Hoc Cove RFQ Task Force Committee.

*Plan on a Page: Vision – High Performing Operations and Management – To operate at full efficiency and effectiveness for the benefit of the Association.
Amenities and Services – One Year Action Steps – Maintain a positive relationship with operator of the Cove restaurant*



Memorandum

To: ACL Board

Date: February 8, 2019

From: Shaun Nordlie

Memo #: 2019-9

Topic: Conflict of Interest Policy

Issue & Analysis: The Board of Directors should sign a conflict of interest annually, disclosing whether they have any conflicts as a member of the Board of Directors. Association legal counsel, Keay and Costello, has drawn up this conflict of interest policy for Apple Canyon Lake that will be used going forward. Article VII of the policy states:

Each director on the Board, principal officer of the Association and member of a committee with Board delegated powers shall annually sign a statement which affirms that the member has received a copy of the Conflict of Interest Policy and agrees to comply with the policy and the spirit and intent of the policy.

Each director on the Board and principal officer of the Association shall also disclose any actual or possible conflict of interest or Financial Interest on the Annual Statement.

As written now, AECC would also need to sign an annual conflict of interest. If this is not what the Board of Directors wishes for the Architectural and Environmental Control Committee, the policy will need to be amended.

Recommendation: To approve the conflict of interest policy as written by Keay and Costello.

***Plan on a Page: High Performing Operations and Management –
To operate at full efficiency and effectiveness for the benefit of the
Association***



Memorandum

To: ACL Board

Date: February 8, 2019

From: Shaun Nordlie

Memo #: 2019-11

Topic: Weed Harvester Motor

Issue & Analysis: In 2018, the weed harvester engine started to cause maintenance issues. The mechanic at the time evaluated the motor and determined that a new engine was necessary for the weed harvester. During the transition in Building and Grounds Managers and mechanics, this project has been delayed until 2019, but must be completed before putting the weed harvester back in the water. Our initial quotes were for replacing the engine with a like motor – Isuzu – since then, Ed has learned that Isuzu engines are starting to have issues after six months and many are being returned with no warranty. The company that we were going to select for the bid has even stopped selling this engine. We have now found a Cummins engine that can be fitted to our weed harvester and is more reliable. We are recommending purchasing the 2018 engine even with a higher cost rather than a 2012 engine. The funds will come out of the 2019 Operating budget.

Recommendation: To approve the purchase of a Cummins A2300 engine from Young and Sons, Inc. of Indianapolis, IN for an amount not to exceed \$7,500. The funds will come out of the 2019 Operating budget.

***Plan on a Page: High Performing Operations and Management –
To operate at full efficiency and effectiveness for the benefit of the
Association***



Memorandum

To: ACL Board

Date: February 8, 2019

From: Shaun Nordlie

Memo #: 2019-10

Topic: Cove Lease

Issue & Analysis: The Ad Hoc Cove RFQ Task Force Committee has negotiated a new lease with Jacky Jacobs, the current owner of Cajun Jacks restaurant in Elizabeth, IL. The new lease was drawn up by Association Legal counsel, Keay and Costello and reflects changes suggested by both ACL and the new operators. On February 8, 2019, the Board conducted an electronic vote to approve the lease between Apple Canyon Lake Property Owners Association and Jacky Jacobs.

Recommendation: To ratify the electronic vote to approve the lease with Jacky Jacobs of Elizabeth, IL to operate the Cove restaurant from February 2019 through February 2021.

*Plan on a Page: High Performing Operations and Management –
To operate at full efficiency and effectiveness for the benefit of the
Association
Amenities and Services – One Year Action Steps – Maintain a
positive relationship with operator of the Cove restaurant*



Memorandum

To: ACL Board

Date: February 8, 2019

From: Shaun Nordlie

Memo #: 2019-12

Topic: Foundation Round it Up Program

Issue & Analysis: At their January 31, 2019 meeting, the ACLPOA Foundation Board of Trustees discussed different ideas for raising money for the Foundation. One idea that can be implemented quickly is a round it up campaign where change can be donated to the foundation or a credit card transaction can be rounded up to the next dollar with all donated money going to the foundation. The Board of Trustees is looking for a partnership with Apple Canyon Lake Property Owners Association and approval from the Board of Directors to allow a Round it Up for the Foundation campaign at the Point of Sale terminals at the Pro Shop, Marina and Administrative Office. All money donated will go to the Apple Canyon Lake Property Owners Foundation.

Recommendation: To approve a Round it Up for the Foundation campaign at Apple Canyon Lake with all donated money going to the Apple Canyon Lake Property Owners Foundation.

***Plan on a Page: High Performing Operations and Management –
To operate at full efficiency and effectiveness for the benefit of the
Association
Growth and Value Enhancement of Association – One Year
Action Plans – Implement an ACL charitable Foundation***