



Memorandum

To: ACL Board

Date: September 4, 2019

From: Megan Shamp

Memo #: 2019-44

Topic: September commission changes

Recommendation: To appoint Therese Nelson as Chair, Bill Bourell as Vice Chair, and Rosanne Brandenburg as Secretary of the Nominating Commission; to appoint Vickie Sershon as Chair and Fern Tribbey as Vice Chair of the Rules & Regulations Commission; to appoint Todd Kintop to the Trails Commission; and to accept the resignation of Geoff Stocks and John Killeen from the CAMP Architecture & Design Ad Hoc Commission, and Dave Martin from the Employee Handbook Ad Hoc Commission.

*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: September 4, 2019

From: Megan Shamp

Memo #: 2019-45

Topic: Appeals Board recommendation

Issue & Analysis: In accordance with the NFP Act, only committees comprised of at least two Board members, with the majority of the committee members being Board members, have the authority to act on behalf of the Association. All other committees are referred to as advisory bodies or commissions. The Appeals Board guidelines state that no member of the Appeals Board can be currently serving on the ACL Board of Directors. As such, the Appeals Board serves in an advisory capacity to the Board of Directors.

Recommendation: To accept the recommendation of the Appeals Board to uphold the citation issued to Christine Savage and Mike Kuebler.

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Memorandum

To: ACL Board

Date: September 12, 2019

From: Joe Wiener

Memo #: 2019-49

Topic: ACL Building & Environmental Code – 1st Reading

Issue & Analysis: Joe Wiener, the ACL Building Inspector, has been working with the AECC on the Building and Environmental Code in order to coordinate the Code with Article III and Article VI of the Amended and Restated Declaration of Covenants.

The ACL Building Code copy “building code revised for adoption 9-7-19” has been revised based on the 2019 Version of the Amended and Restated Declaration of Covenants. Additional revisions were made after the code was originally presented to the Board as a workshop in May. The comments offered by Keay and Costello have been considered. Legal Commission has reviewed the proposed document with Joe Wiener. At their August 3 meeting, the AECC moved to “recommend to the ACL Board of Directors that the Apple Canyon Lake Building and Environmental Code dated 9/7/19 be approved for publication and use, replacing all previous versions of the building code with the changes added requiring underground LP tanks to be inspected every 3 years for corrosion, and the sq ft of a detached garage must be smaller than the ground floor living space of the dwelling.”

For Association purposes, the ACL Building Code acts as an amendment to the Jo Daviess County currently adopted version of the International Residential Code for One- and Two-Family Dwellings (IRC). Details of specific interest to the Association are recorded in the ACL Building and Environmental Code. Our Building Code supersedes the IRC when our requirements are more restrictive than the IRC.

There are two ways to permit construction not in strict accordance with the ACL Building Code:

One is a written variance granted to an applicant as an official AECC permit to do something normally forbidden by the ACL Building Code when the literal application thereof would result in unnecessary hardship or where there are practical difficulties preventing compliance. Expense is not considered as grounds for a variance. The AECC prefers to avoid granting variances. Notice is

sent to the surrounding property owners, inviting them to express their approval or disapproval.

The second is the issuance of a permit that signifies AECC written approval of departure from an ACL Building Code standard or norm when specifically provided for in the ACL Building Code. This occurs when the ACL Building Code states “without/with the written approval of the AECC.”

AECC’s requested changes to the code will help avoid contradiction and uncertainty. The suggestions recognize the increased oversight and expertise provided by the Jo Daviess County Health Department regarding septic systems.

Recommendation: No motion required at this meeting. For presentation & discussion only.

Plan on a Page: High Performing Operations and Management – Long Range Goals and Measures – Update and align all governing documents by June, 2018.



Memorandum

To: ACL Board

Date: September 6, 2019

From: Rules & Regulations

Memo #: 2019-48

Topic: Rules & Regulations: Boating – 1st Reading

Issue & Analysis: The Rules & Regulations Commission has made a recommended change to section V Boating, C. Boat Size/Horsepower to clarify the effective date for measuring and how tri-toons are measured.

Recommendation: No motion required at this meeting. For presentation & discussion only.

Plan on a Page: High Performing Operations and Management – Long Range Goals and Measures – Update and align all governing documents by June, 2018.



Memorandum

To: ACL Board

Date: September 13, 2019

From: Shaun Nordlie

Memo #: 2019-50

Topic: CAMP Construction Manager process

Issue & Analysis: The BOD approved CAMP Architecture and Design commission to move forward with the request for qualification process for a Construction Manager to work for ACL during the design development of the whole CAMP project and for the construction phase of the Office/Administration building.

The CAMP Architecture and Design commission sent out a Request For Qualifications for a Construction Manager to four firms in August. One firm declined to submit, one firm did not meet the deadline for submittal and two firms submitted RFQ's. The commission interviewed Cord Construction and Conlon Construction on September 5, 2019. After the interviews, the commission is unanimously recommending that Cord Construction be retained as Construction Manager as Constructor where the basis of payment is the cost of the work plus a fee without a guaranteed maximum price

The work will include estimating the cost of construction and offering value engineering during Design Development and Construction Documentation for Phase 1 and 2 for the office building, event center and parking lot and Construction Contract Administration services for the construction of the office building and the parking lot Construction Phase 1. Cord will hold the sub-trade contracts for the work other than for the septic project. Cord acting as constructor not at risk will give ACLPOA more control over the spending and value engineering decision making process. We found that during the interview process that this relationship with the Construction Manager would be more beneficial to ACL than a CM at risk.

Recommendation: To approve the contract the CAMP Architecture and Design commission negotiated with Cord Construction Company, 1322 East State Street, Rockford, Illinois so as to commission Cord as Construction Manager as Constructor where the basis of payment is the Cost of Work Plus a Fee without a Guaranteed Maximum Price for the Apple Canyon Lake New Office Building and Community Building project at a lump sum price of \$262,344. This sum consists of Project management, Supervision, General Conditions and a Fee based on the current project value. The terms in the standard form of agreement AIA Document A134-2009 are to be based on the ACLPOA RFQ, the Cord RFQ response dated August 21, 2019 and their September 5, 2019 presentation to the CAMP Architecture and Design Commission to work for ACLPOA on the design development phase of the whole CAMP project and for the construction phase one of the Office/Administration building and parking lot. The contract has been reviewed by Keay and Costello.

*Plan on a Page: Improvement of Infrastructure–
Long Range Goals and Measures – Develop and implement the Clubhouse Area Master Plan
OYAP – Design and construct the Clubhouse Area Master Plan*