



Memorandum

To: ACL Board

Date: November 7, 2019

From: Megan Shamp

Memo #: 2019-59

Topic: November committee/commission changes

Recommendation: To appoint Todd Kintop to the Strategic/Long Range Planning Commission, and John Diehl and Joe Forman to the Board Policy Ad Hoc Commission; and to accept the resignation of Carmel Cottrell, LeAnne Killeen, Pat Reese, and Rosanne Brandenburg from the Recreation Commission.

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Memorandum

To: ACL Board

Date: October 29, 2019

From: Megan Shamp

Memo #: 2019-60

Topic: Appeals Board decisions

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 citations #4754, #4759, #4760, #4761 issued to Minogue, and the recommendation of the Appeals Board to suspend citation #4757 issued to Minogue.

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Memorandum

To: Board of Directors

Date: October 29, 2019

From: Megan Shamp

Memo: 2019-61

Topic: Rules & Regulations housekeeping

Issue: The Rules & Regulations housekeeping changes recommended by staff have been approved by the Rules & Regulations Commission and have been reviewed by the Board as a first reading at the October 19 meeting.

After the October Board meeting, further revisions were made. Staff's response to the Board memorandum is as follows.

- Section IV General, 9. Improper disposal of trash, staff feels the rule as recommended by staff should remain. If an owner disposes of a TV in the Campground dumpster on a holiday weekend, we will not realistically know. If they do the same at the Marina, we have a camera and can hopefully identify them. If they dispose of household trash, there is usually mail or other identifying information inside. The rule is not perfect, and we will not always be able to determine a culprit, but often we can and need a rule to enforce.
- The word "decal" has been replaced with "ACL sticker" throughout the document.
- The "ACLPOA office", "Association Office", "Office", "business office", etc. has been replaced with "ACL Association Office" throughout the document.
- Section V. Boating has been corrected.
- Section XI. Motorized Vehicles-Recreational was left as is. C.2 is recommended for deletion in the full section revision put forth by the Trails and Rules & Regulations commissions. The first reading for this section is on the November agenda.

Numbering and the Table of Contents will be corrected after all approved changes are made and the document is formatted properly.

The original staff recommended changes are identified in red. Language also highlighted in yellow is drawn from the Fines and Motorized Vehicles-Recreational discussions, but in the interest of housekeeping are included in this revision. In Motorized Vehicles-Recreational C. Registration, the red language was provided by the Trails Commission. The green language was added by staff, and the purple language was added by the Rules & Regulations Commission. Further revisions made after the October 19 Board meeting are highlighted in green.

Recommendation: To approve the Rules & Regulations housekeeping changes as presented at the November Board meeting.

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: October 29, 2019

From: Shaun Nordlie

Memo: 2019-62

Topic: Property Owner citation appeal - Minogue

Issue: Steve & LuAnn Minogue are appealing citation #4756 issued to their son Matt Minogue for fleeing from a Security Officer (second offense). The Appeals Board upheld the citation, at which time the Minogue's stated they would appeal this citation to the Board of Directors. The packet sent to the Appeals Board, including a copy of the citation and the incident report, is included in the Board packet.

Recommended Motion: TBD



To: ACL Board of Directors

Date: 11/2/2019

From: Conservation Commission

Memo #: 2019-65

Topic: Watershed Education Day 2020

Issue & Analysis:

When the ACL watershed action plan was originally developed and accepted, this commission was tasked with education as one of their major roles. To date the commission has erected signage delineating the boundaries of the watershed, hosted watershed educational tables at a variety of ACL events (e.g. Farm Days), published articles in the *Apple Core*, assumed responsibility for hosting the ACL Watershed Facebook page, and presented the details of our watershed plan at the 2017 Galena Rotary Watershed Education conference. To continue this effort, the Conservation Commission proposes to hold an education day on June 20, 2020 from 1-4PM entitled "A Watershed is Much More than Just Water". The goal of this event is to help participants understand how the flora, fauna, geology and, of course, the water all interact with one another to determine the health of our watershed.

The event will begin at the parking lot in front of the old fire station. Participants will be given a brief introduction to the subject matter and instructions for visiting the topic stations. They will be given sheets showing each station and its location. As they participate at each station, their sheets will be marked off. At the end of the day, participants can trade completed sheets for a take-home bag of materials chosen to support learning more about watersheds.

Topics and locations are as follows:

Monitoring the quality of our lake – Nixon Beach
 Geology and soil of our watershed – Nixon Beach
 The water cycle – Nixon Beach pavilion

Using invertebrates to evaluate stream health (RiverWatch) – Bathum Trail
 Native vs. invasive plant species – Bathum Trail
 Identifying native trees – Bathum Trail

Fauna found in our watershed – the Clubhouse

Each station is designed to be an interactive experience for participants. Stations will primarily be manned by Conservation Commission volunteers and our Natural Resources Manager. CC volunteers are utilizing resources including Jo Daviess Conservation Foundation and the University of Illinois Extension office to develop their stations. The exception to this is the fauna station at the Clubhouse. Hoo Haven, an organization that cares for and rehabilitates wild animals who have been injured, will bring a variety of animals including a bald eagle and do a one-hour program to close the afternoon's activities. They have done a program like this at Galena Territories. The cost of their segment is \$425.14 (program plus mileage).

Because the watershed encompasses more than just the ACL property and we need the buy-in of all parties living and working within the watershed, if the action plan is to be successful, the commission would like permission to open this event to everyone living within the boundaries of the Apple Canyon Lake Watershed.

Logistics

To promote the education day, the commission will do articles for the *Apple Core*, produce a poster to mount in various locations around our community, produce a number of "teaser" postings for the ACL Watershed Facebook site, and utilize the weekly *Apple Seed* e-newsletter. We will obtain the name and addresses of all the families residing in the watershed and send an invitation to each one.

To avoid over-crowding at any of the stations, the instruction sheets will vary the order of the stations and ask participants to follow the order on their individual sheets. There should be sufficient parking at each location to accommodate cars and/or UTV's. The only two times the entire group will be together is at the start and finish of the program where parking at the old fire house should be more than adequate.

The event will be held rain or shine since we cannot reschedule Hoo Haven's participation on short notice. The commission is in the process of locating material that can be reproduced at no cost to include in the education bag to be given away at the end of the day. Because of Illinois' precarious financial situation, DNR materials are no longer available in quantity but single sheets can be ordered and reproduced. Some children's materials already exist from previous Farm Days participation.

Recommendation:

The Conservation Commission recommends that the Board accept the motion to allow the commission to present a watershed education day on June 20 and invite both ACL residents and those residing within the boundaries of the Apple Canyon Lake Watershed to attend.



Memorandum

To: Board of Directors

Date: October 31, 2019

From: Shaun Nordlie

Memo: 2019-63

Topic: dissolve the 50th Anniversary Event Planning Ad Hoc Commission

Issue: The 50th Anniversary Event Planning Ad Hoc Commission was formed in July 2018 to “plan and execute events in 2019 to celebrate the 50th Anniversary of Apple Canyon Lake within set operating budget.” The year is nearly over, and the commission has completed its charge and can now be dissolved.

Recommended Motion: To dissolve the 50th Anniversary Event Planning Ad Hoc Commission.



Memorandum

To: ACL Board

Date: November 6, 2019

From: ACLPO Foundation

Memo #: 2019-66

Topic: Loan to ACLPO Foundation

Issue & Analysis: The Foundation is in its formative years with two fundraiser profits in its account. At this time, the account balance is \$6,324 (\$632 is in endowment and cannot be spent and \$5,692 is available for spending). Eventually the interest earned on the endowment will be substantial.

The Foundation has planned a UTV raffle working with Full Throttle Powersports of Lena, IL. Full Throttle needs full payment of the UTV prior to sale of raffle tickets for their inventory & accounting purposes. Ticket sales will begin December 1, 2019 and continue until the ACLPO Foundation Poker Run on September 19, 2020. The Foundation is asking for a loan of \$11,000 to not deplete their limited funds. Using the \$5,692 available in their account leaves the Foundation without any funds available for UTV raffle expenses, Poker Run expenses, the Bench Program, or other unanticipated expenses. The loaned funds will be repaid to the Association in quarterly installments during the 2020 fiscal year, expecting the full amount to be paid back prior to 9/30/2020.

Recommendation: To approve the loan of \$11,000 to the ACLPO Foundation for the purpose of purchasing a 2020 Polaris Ranger 570 UTV to be raffled at the 2020 Poker Run. The loan will be repaid in quarterly installments during the 2020 fiscal year.



Memorandum

To: ACL Board

Date: November 7, 2019

From: Rules & Regulations Commission

Memo #: 2019-46

Topic: Rules & Regulations: Motorized Vehicles-Recreational – 1st Reading

Issue & Analysis: Rules & Regulations section XI Motorized Vehicles-Recreational has been reviewed by the Trails Commission, Rules & Regulations Commission, and ACL staff. The Trails Commission submitted a recommendation to the Rules & Regulations Commission following their May 29 meeting. The recommended changes were reviewed by Rules & Regs and sent back to Trails for further consideration. The Trails Commission amended their recommendation at their September 28 meeting and submitted this version to Rules & Regs. A final version incorporating the housekeeping changes and the Trails Commission amended recommendation (with two minor changes made by Rules & Regs) was approved at the November 1 Rules & Regulations Commission meeting.

In the document included in the Board packet, those changes from the housekeeping recommendation are highlighted in yellow. These changes will be approved as part of 10.1 Rules & Regulations Housekeeping. The amended recommendation from the Trails Commission are highlighted in blue. The two minor changes made by the Rules & Regulations Commission are highlighted in green. "Owner" was clarified as "Motorized Recreational Vehicle Owner" to clarify the usage of the term in this section versus the definition of Owner in the Covenants. Section K. Violations and Penalties was added by the Trails Commission but is not needed. Fines are being moved to their own section (to be presented in December) and III Guests, Preamble states that "Property Owners are responsible for the activities of their guests and any violation of the rules by a guest will be charged against the Property Owner."

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: November 1, 2019

From: Rules & Regulations Commission

Memo #: 2019-64

Topic: Rules & Regulations: Trash Disposal & Recycling – 1st Reading

Issue & Analysis: There is not currently a section in the Rules & Regulations governing Trash Disposal & Recycling. Staff has created a new section for the Rules & Regulations to address this. D. 1. Improper Disposal of Trash is the only language currently in place. The rules in this section have been practice for many years and published on various ACL documents included in the January statement packet, Operating Fee Schedule, etc. but this information should be included in the Governing Documents. The Rules & Regulations Commission has reviewed the proposed section and approved it at their November 1 meeting.

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: November 6, 2019

From: Jody Ware

Memo #: 2019-67

Topic: December Board Meeting date

Issue & Analysis: The 3rd Saturday in December is the 21st. The Board needs to decide if they will meet as scheduled the Saturday before the holidays or reschedule the meeting for another date in December.

Recommendation: TBD