



Memorandum

To: ACL Board

Date: January 9, 2020

From: Megan Shamp

Memo #: 2020-1

Topic: January committee/commission changes

Recommendation: To accept the resignation of Jim Petelle from the Rules & Regulations and Deer Management commissions.

*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: January 9, 2020

From: Joe Wiener, Building Inspector

Memo: 2020-2

Topic: Lot Combination 08-278 and 08-279

Issue & Analysis: Jerrett and Tara Cook have requested a Lot Combination of lots 278 and 279 in the Independence (8) subdivision. This request was reviewed and approved by the Architectural and Environmental Control Committee at their December 7, 2019 meeting.

Recommendation: To approve the Lot Combination Agreement requested by Jerrett & Tara Cook for lots 278 and 279 in the Independence (8) subdivision. Once recorded, the Lot Combination Agreement may not be revoked or rescinded.

*Plan on a Page: Improvement of Infrastructure – To develop, maintain and improve the existing infrastructure.
High Performing Operations and Management - IYAP – Provide on-going training of Board of Directors and staff on governing documents for consistency in decision-making.*



Memorandum

To: ACL Board

Date: January 10, 2020

From: CAMP Architecture and Design Ad Hoc Commission

Memo #: 2020-5

Topic: CAMP Soil Borings

Issue & Analysis: The location of the Administrative Building has been determined by Farnsworth taking into account the septic lines, the slope of the hill and accessibility for ADA compliance. Soil borings are necessary to determine where rock is located and how hard the rock is on the site of the building. Farnsworth has given us the locations of the points for the soil borings. The CAMP Architecture and Design Ad Hoc Commission is recommending the work to be performed by Geocon Professional Services of Frankfort, IL who recently acquired Terracon, who has performed soil borings for us in the past for CAMP and the swimming pool.

Ed Ziarko did reach out to two other firms for quotes, Soils and Engineering Services of Madison, WI, but they are not licensed in Illinois and Terracon Consultants (a different company) who cannot be on site until the end of January to submit a proposal. Since Geocon/Terracon has done work for ACL in the past and are available now, and Farnsworth would like to confirm the location of the Administrative building as soon as possible, the commission is recommending Geocon.

Recommendation: To accept the contract for soil borings in locations provided by the Farnsworth Group with Geocon Professional Services of Frankfort, IL for a price of \$5,455 to come out of the Capital fund.



Memorandum

To: ACL Board

Date: January 10, 2020

From: CAMP Architecture and Design Ad Hoc Commission

Memo #: 2020-06

Topic: CAMP Construction Contract Documents

Issue & Analysis: The BOD approved the CAMP Architecture and Design commission to move forward with the preparation of the construction document design development phase of the whole CAMP project and for the construction phase of the Office/Administration building. The Architects have completed the Design Development Documents and Specifications.

The CAMP Architecture and Design commission has received the 100% complete design development phase contract documents. The documents have been transmitted to the Construction Manager for an estimate of probable construction cost. The architects met with the Commission on January 10, 2020 and have reviewed the documents with us. Copies of the documents have been left with the Commission for further review. The work appears to satisfy our program and budget expectations. We are confident that the Design Development Phase has been satisfactorily completed. The Commission has unanimously voted to recommend that BOD instruct the architects to proceed on the construction documents.

Recommendation: To recommend to the ACL Board of Directors that the Farnsworth Group's 100% DD Apple Canyon New Office Building and Community Building Design Development and Construction Documents phase dated 01/02/2020 be accepted and Farnsworth Group be instructed to begin the Construction Document Phase work.

*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*



Memorandum

To: ACL Board

Date: January 10, 2020

From: ACLPO Foundation

Memo #: 2020-4

Topic: Foundation Bench Program

Issue & Analysis: The Foundation started a Bench Program in 2019 at ACL. The program allows interested parties to purchase a bench to be placed in specific areas of Apple Canyon with a plaque to memorialize or honor whomever they wish. In addition to benefitting the Foundation, the Bench Program also controls the benches that are used through ACL by selecting one bench that can be used and also puts time frames on the bench so that broken benches or memorial benches that have been on a location for many years are no longer an issue for staff.

When the Foundation established the Bench Program, they should have first asked for approval from the Board of Directors since the benches are being located on Association common property. The Foundation apologizes for this mishap and plans to develop a policy for future promotions that involve Association land and resources. The Foundation will also be asking for a workshop with the Board of Directors in the future to help develop this policy and make sure that the Foundation and the Board of Directors work together to enhance ACL.

Recommendation: To approve the Apple Canyon Lake Property Owners Foundation to have a Bench Program where interested parties purchase a bench and plaque to be placed on ACL common property for a specified length of time.



Memorandum

To: Board of Directors

Date: January 9, 2020

From: Rules & Regulations Commission

Memo: 2020-3

Topic: Rules & Regulations Fines

Issue: The Rules & Regulations Commission feels that fines should all be outlined in one section of the Rules & Regulations. Staff is currently working to incorporate the housekeeping changes & other Rules revisions made to the document at the December 2019 meeting in an effort to eliminate conflicts. The Fines recommendations will be sent next week.

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

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