



BOARD OF DIRECTORS MEETING

December 16, 2023

9:00 A.M. – ACL CLUBHOUSE, 14A457 CANYON CLUB RD, APPLE RIVER, IL 61001

AGENDA

- 1.0 CALL TO ORDER – 8:00 A.M.
- 2.0 EXECUTIVE SESSION – 8:00 A.M
- 3.0 RETURN TO OPEN SESSION – 9:00 A.M.
- 4.0 PLEDGE OF ALLEGIANCE
- 5.0 APPROVE/ADOPT MINUTES FROM THE NOVEMBER 18, 2023 BOARD MEETING
- 6.0 TREASURER’S REPORT
- 7.0 COMMITTEE/COMMISSION REPORTS
- 8.0 GENERAL MANAGER’S REPORT
- 9.0 PRESIDENT’S REPORT
- 10.0 ANY ADDITIONS TO THE AGENDA
- 11.0 CONSENT AGENDA
 - 11.1 COMMITTEE/COMMISSION CHANGES
- 12.0 UNFINISHED BUSINESS
 - 12.1 ANNUAL ASSESSMENT
 - 12.2 R&R BUDGET
 - 12.3 OPERATING BUDGET
 - 12.4 OPERATING & BUILDING FEES
- 13.0 NEW BUSINESS
 - 13.1 SHORT-TERM RENTALS
- 14.0 PROPERTY OWNER COMMENTS (3 MINUTES PER MEMBER)
- 15.0 ADJOURN

PLEASE CALL THE ASSOCIATION OFFICE IF YOU ARE UNABLE TO ATTEND.

Mike Harris, Interim General Manager, ACLPOA

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
November 18, 2023**

UNAPPROVED

1.0 Call to Order: 8:00 am.

2.0 Executive Session – 8:00 am.

3.0 Return to Open Session: Motion to return to Open Session made by Laura Pratt at 9:06 AM, seconded by John Anderson. Motion carried.

4.0 Pledge of Allegiance – after the Pledge of Allegiance, a quorum was present with the following Directors in attendance: Nolan Mullen, John Anderson, Bob Ballenger, Bill Becker, Carmel Cottrell (via Zoom), Brian Holt, Mark Kosco, Debra McNamee, and Laura Pratt. Interim General Manager Mike Harris was also present.

5.0 Approve/Adopt Minutes from the October 21, 2023, Board Meeting - Laura Pratt motioned “to approve/adopt the minutes from the October 21, 2023, Board Meeting.” Seconded by John Anderson, motion carried unanimously.

6.0 Treasurer’s Report – will be in *The Apple Core*.

7.0 Committee/Commission Reports

Zebra Mussels – Laura Pratt reported they have recommendations on the agenda for today.

Flood Mitigation – Laura Pratt reported the drawdown has been a good learning experience for us. Things are going well. Few issues downstream with the valve open all of the way, creeks full – farmers reporting this. Issues have been resolved, and they will call if more issues. We gathered the information we needed. Probably conclude this weekend. Flood Mitigation Commission wants to thank the staff here for their cooperation and help.

Conservation – Deb McNamee reported, work continues on the Clubhouse point restoration. Streambank stabilization being done at Independence, Hawthorne, and Bathum Trail areas. Fall fish shocking done. 1800 Walleye stocked. Request was made to AECC to prohibit any erosion control blankets that contain plastic.

Legal – Bill Doran reported they will be working on the new version of the Covenants next year.

Nominating - Mike Yorke reported we have two events per year. Informational meeting is this afternoon. Very informal. The second event, Meet the Candidates is in the spring.

GM Search – Mike Yorke reported that we have received candidates from the search firm – 8 candidates total with 4 in play right now.

Memorial Pavilion – Laura Pratt reported that concrete is poured and posts are up. Hoping to be done mid-December.

Recreation – John Anderson reported that Holly Jolly is December 2. Ice rink is going up after Thanksgiving.

Maintenance – Carmel Cottrell reported there is a possible interest shown by someone who would like to buy the dredge, more information hopefully for December.

8.0 General Manager’s Report – Mike Harris reported dredging and riprap are complete. Campground is closed and winterized for the year. Irrigation for the golf course is all winterized.

9.0 President’s Report - will be in *The Apple Core*.

10.0 Any Additions to the Agenda

Bob Ballenger motioned to add: 13.4 Suspend all new position hires until new GM is in place. Seconded by Deb McNamee. Motion carried.

11.0 Consent Agenda

11.1 Committee/Commission Changes - Bob Ballenger motioned “to allow Mark Kosco, Richard Blackmore, Carmel Cottrell and Dave Lyng to resign from the Food & Beverage Commission; to allow Steve Borst to resign from the Strategic Long Range Planning Commission, Board Policy Commission and GM Search Commission; to accept the resignation of Carmel Cottrell from the Cove Food and Beverage Ad Hoc Commission.” Seconded by Laura Pratt. Motion carried unanimously.

12.0 Unfinished Business

12.1 2024 Budget – Discussion: only reviewing today, will adopt at the December meeting. Laura Pratt – heard some concern about Campground fee going up. First off, we are way lower than anyone around here. The waiting list is quite long. As for another association, Lake Carroll – their dues are well into the \$2000 range with campground fee \$740.00 (last year). If they raised it this year, another \$50.00, we are very close. We are at 800.00 right now. Not out of line with what they charge. Bill Becker stated that Lake Carroll’s dues are going up to \$2500 and their campsite fee is going up \$75. Nolan Mullen - this budget includes the same number of employees (plus raise) as 2023.

13.0 New Business

13.1 Final Zebra Mussel Ad Hoc Commission Recommendation for 2024 #1 – Laura Pratt motioned “1) to formally recommend Apple Canyon Lake treat the lake annually with EarthTec QZ.

- a) One complete shoreline treatment as designed and executed in 2023.
- b) The need for treatments will be determined based on the health of the lake, results of the treatment, and data collected, e.g., large scale or spot treatments may be recommended based on the detection of unacceptable levels of live zebra mussels and/or the presence of veligers.
- c) Maintain increased frequency of treatments to the Jumping Rock, Nixon Beach, and Marina.
- d) Treatments to occur post-fish spawning.

2) Formal data must be collected, documented, and maintained in the existing Excel spreadsheets provided to Natural Resources. Monitoring the results of applications with tools such as monitoring plates, live cages, measuring copper and oxygen levels, lake temps, weather, etc.

3) In tandem with the flood mitigation project, lowering the lake water level may be considered a viable control option dependent on the depth of lowering.”

Seconded by Brian Holt. Discussion: Treatment is dependent on what is going on at the lake at the time. We did three complete applications of the shoreline; we think one application next year should suffice along with spot treatments. Most of the boats coming out were free of zebra mussels. Also, we have to keep up with algae treatments or else EarthTec QZ will be absorbed by algae and it won’t be effective at killing the zebra mussels. Motion carried unanimously.

13.2 Final ZM Ad Hoc Commission Recommendation for 2024 #2 – Laura Pratt motioned “in order to protect ACLPOA’s golf course irrigation system from damage due to zebra mussel infestation, the Commission recommends the purchase of an Earthlab Science Injector Pump System. This system will drip-feed EarthTec QZ into the irrigation system, thus preventing the buildup of zebra mussels. The price of the system is expected not to exceed \$8,500.00.” Seconded by Bill Becker. Motion carried unanimously.

13.3 The Cove Operator – Discussion: Decision was made to close the Cove for the season. Do we want to pursue a new vendor? Carmel Cottrell – Good idea to put it out there. Could contact some of the vendors from last year to see if they want to take it over or see if someone inside ACLPOA wants it. Deb McNamee – wait for a couple of months. See what our new GM might say. They may have experience with this. Nolan Mullen – get on agenda now for discussion, would give us time for applications, be ahead of it. Mark Kosco - Given the Cove deficit, don’t think it is a good idea to run this ourselves. John Anderson motioned “to seek a Cove operator/tenant for 2024.” Seconded by Mark Kosco. Motion carried unanimously.

13.4 New Hires – Bob Ballenger motioned “to freeze all new position hiring until the new GM is in place.” Seconded by Bill Becker. Motion failed with four nays and Nolan Mullen voting nay.

14.0 Property Owner Comments

Mary Witt, 3-93 – comments on the freeze – do a hiring freeze until new manager is hired. Save some money.

LeAnn Killeen 12A62 – Will there be another sale at the Cove for the wine and beer and whatever else is left? Laura Pratt – we will take that into consideration.

Henry Doden, 13A129 – Flood mitigation – Serious questions about the plans.

Mike Yorke, 5A106 – monitoring the level of the lake – leave the valve open just a trickle. We want the water to go to the creek for our neighbors downstream.

Mike Cammack, 5A9 –With the help of Joe Rush, we really brought the fishery back. After the copper treatments dead fish were found. Also, crawdads were killed. Stands to reason, because they're crustaceans too.

Motion to adjourn by Mark Kosco at 10:28 AM. Seconded by John Anderson. Motion carried.

Recording Secretary, Rhonda Perry

President, Nolan Mullen

Corporate Secretary, Laura Pratt

Date

Memorandum



To: Board of Directors

Date: December 5, 2023

From: ACLPOA

Memo: 2023-74

Topic: December Consent Agenda – Committee/Commission Changes

Recommendation: To allow Lynette Swedberg, Kevin Smith, and Ken Menconi to join the Rules & Regulations Commission.



Memorandum

To: Board of Directors

Date: December 8, 2023

From: ACLPOA

Memo: 2023-76

Topic: Adopt the 2024 Annual Assessment

Issue: The Board of Directors approved the publication of the 2024 Annual Assessment of \$1430 at the October 21, 2023 meeting. The 2024 Annual Assessment was advertised for a minimum of 30 days, prior to the Board adopting the budget, as required by CICAA, and can now be adopted. After careful review of the budget, the Board has been able to reduce that number to \$1325.

Recommendation: To adopt the 2024 Annual Assessment of \$1325.



Memorandum

To: Board of Directors

Date: December 8, 2023

From: ACLPOA

Memo: 2023-77

Topic: Publication of the 2024 R&R Budget

Issue: Per CICAA, the budget must be advertised for a minimum of 30 days prior to the Board adopting the budget. The 2024 R&R Budget will be published the November issue of *The Apple Core*. The R&R Budget will then be adopted by the Board at the December 16, 2023 meeting.

Board of Directors Recommendation: To authorize staff to publish the recommended 2024 R&R Budget, in the amount of \$_____ in expenditures in the November issue of *The Apple Core*.



Memorandum

To: Board of Directors

Date: December 8, 2023

From: ACLPOA

Memo: 2023-78

Topic: Publication of the 2024 Operating Budget

Issue: Per CICAA, the budget must be advertised for a minimum of 30 days prior to the Board adopting the budget. The 2024 Operating Budget will be published the November issue of *The Apple Core*. The Operating Budget will then be adopted by the Board at the December 16, 2023 meeting.

Board of Directors Recommendation: To authorize staff to publish the recommended 2024 Operating Budget, with a total revenue of \$_____ and total operating expenses of \$_____ in the November issue of the Apple Core, with a transfer to the R&R Fund of \$_____, and a transfer to the Capital Fund of \$_____, in the November issue of *The Apple Core*.



Memorandum

To: Board of Directors

Date: December 8, 2023

From: ACLPOA

Memo: 2023-79

Topic: Publication of the 2024 Operating Fee and Building Fee Schedules

Issue: Per CICAA, the budget must be advertised for a minimum of 30 days prior to the Board adopting the budget. The 2024 Operating and Building Fee Schedules will be published the November issue of *The Apple Core*. The Operating and Building Fee Schedules will then be adopted by the Board at the December 16, 2023 meeting.

Board of Directors Recommendation: To authorize staff to publish the attached 2024 Operating Fee Schedule and the attached 2024 Building Fee Schedule in the November issue of *The Apple Core*.

Memorandum



To: Board of Directors

Date: December 1, 2023

From: Dave Homb – Chair of The Rules & Regulations Committee

Memo: 2023-75

Topic: Short-Term Rentals

Issue: Develop short-term rental policy for homes.

Recommendation: The Rules and Regulations Committee recommends the following rule pertaining to short-term rentals.

Rental Homes

Renting: Property owners wishing to rent their homes as short-term rentals, (less than 3 months) must register annually with the ACLPOA office and conform with all registration and licensing requirements as required by Jo Daviess County, including the Guest Accommodations Ordinance which pertains to transient rentals.

1. The yearly registration fee of \$1,000.00, paid to the association on or before March 1st. Late fees will apply.
2. Failure to register a rental property will result in a fine of \$2,000.00.

