



**BOARD OF DIRECTORS MEETING
DECEMBER 21, 2024**

**9:00 A.M. – ACL CLUBHOUSE, 14A157 CANYON CLUB DR, APPLE RIVER, IL 61001
& VIA ZOOM**

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 TREASURER’S REPORT
- 6.0 COMMITTEE/COMMISSION REPORTS
- 7.0 GENERAL MANAGER’S REPORT
- 8.0 PRESIDENT’S REPORT
- 9.0 ANY ADDITIONS TO THE AGENDA
- 10.0 CONSENT AGENDA – APPROVE/ADOPT MINUTES FROM THE NOVEMBER 16, 2024, BOARD MEETING
- 11.0 UNFINISHED BUSINESS
 - 11.1 4.15 VIDEO SURVEILLANCE AND ELECTRONIC MONITORING – 2nd Reading
 - 11.2 RULES & REGULATIONS MISCELLANEOUS REVISIONS – 2nd Reading
- 12.0 NEW BUSINESS
 - 12.1 GREENWAY STEWARDSHIP APPLICATION REVISION – 1st Reading
 - 12.2 PHASE 2 – SPILLWAY PROJECT
- 13.0 PROPERTY OWNER COMMENTS (3 MINUTES PER MEMBER)
- 14.0 ADJOURN

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
November 16, 2024**

UNAPPROVED

- 1.0 Call to Order:** Meeting called to order by President Nolan Mullen at 8:03 AM. Other Directors present: Bob Ballenger, Bill Becker, Carmel Cottrell, Brian Holt, Mark Kosco, Debra McNamee, Laura Pratt and Mike Ward (via Zoom). General Manager Jon Sabo was also present.
- 2.0 Executive Session** – Motion to proceed to executive session made at 8:03 AM by Laura Pratt, seconded by Bob Ballenger. Motion carried.
- 3.0 Return to Open Session** – motion to return to open session made by Bob Ballenger at 9:15 AM. Seconded by Deb McNamee, motion carried unanimously.
- 4.0 Pledge of Allegiance** – after the Pledge of Allegiance, a quorum was present with the following Directors in attendance: Nolan Mullen, Bob Ballenger, Bill Becker, Carmel Cottrell, Brian Holt, Mark Kosco, Debra McNamee, Laura Pratt and Mike Ward (via Zoom). General Manager Jon Sabo was also present.
- 5.0 Treasurer’s Report** – will be in *The Apple Core*.
- 6.0 Committee/Commission Reports**
- Dam Advisory/Spillway Project** – Mike Yorke and Barry Kren reported that we are on track and on budget. Phase 1 ends December 20. Perfect safety record; Security—no issues; Adherence to schedule—on time; Cost variance—no engineering change orders; Property Owner concerns very few (if any); Contractor Performance—A+; Environmental Impact—footprint remains the same, (not changed the boundaries in any way); Communication—we started publishing more pictures of the work and will continue.
- IL Dept of Natural Resources has been on site to inspect – they are so pleased with the work they have seen; they are considering using this project as a model for Illinois. They wouldn’t be doing that unless they were impressed with the work that has been done.
- Mike Yorke acknowledged Mike Holt – successfully won the seat on the Jo Daviess County Board – congratulations.
- Nominating** – Mike Yorke reported that the deadline for applications to run for the ACL Board is January 20. Only two months away. We need to have a minimum of five candidates. Advertising is starting to heat up. December 21 will be an informational gathering at the Pro Shop (right after the Board meeting). Please recruit.
- Memorial Pavillion** – Carmel Cottrell reported they purchased outdoor furniture. Black Polywood, out there now.
- Strategic Long-Range Planning** – Carmel Cottrell report they met to discuss planning and to incorporate GM goals into the document.
- Legal** – Carmel Cottrell reported they are now working on a timeline for communication on Declarations and Bylaws.
- Zebra Mussels** – Bill Becker reported they met in November. All of the data collected was put on a map around the lake. Showed North Bay and Winchester Bay are the worst areas of the lake. A recommendation is in front of the board today.
- Greenway Stewardship/Conservation** – Deb McNamee reported they are ready to process applications. Questions on whether AECC will have final approval on all applications or just the buffer zone areas. **Should refer to our Building Code.** We have a lot of Greenway Stewardship programs right now – burden on AECC. AECC will have final approval on all applications? or just for the buffer zone? Mark Kosco – Buffer zone work requires AECC approval. Would prefer anything

outside of the buffer zone to go to the Conservation commission for acceptance, and then to the GM for approval. Lake front/buffer zone would come to AECC for approval.

Rules & Regulations – Brian Holt reported they met and worked through some changes.

Board Policy – Brian Holt reported they met and are determining our next set of policies they will be working on.

Recreation/Multi-Sport Complex - Mike Ward asked about an update on the pickleball courts – regarding the punch list. Any word about getting those courts patched up before cold weather. Jon Sabo reported that all of the punch list items were taken care of.

7.0 General Manager's Report – Jon Sabo reported on NorthStar update – new server was implemented. All of the modules are working, with NorthStar being on site, testing, training. One item left is the Pro Shop (inventories being updated) – target is December 12 to be completed. Several training sessions are coming up – determining how much to charge for food, etc. Mike Ward will do direct mentorship with the teams. PCI Compliance – federal government compliance for credit cards. Will be compliant by the end of the year with the purchase of new credit card readers. Can accept credit cards away from the building for outside events.

Asking the Board to contemplate to advance to Phase 2 of the spillway. This year the contractor could blast, cracking the rock in the lake and open the channel. Ideally, by April 1, 2025, the dam project could be done. Cost savings of about \$400,000-500,000. Instead of a three-year project, could be done next year. Lot of homework to do, but hopefully will bring back to the Board.

We have finalized proposed insurance renewal. Initially we received an intent to not renew our insurance. Not what we want to see. US Tennis did come out and took care of all of the visible issues on the pickleball court.

Did confirm they will come back in the spring, owing us another touch up next spring.

Firehouse work is drawing near completion.

We have final negotiations on Winchester grant.

8.0 President's Report – will be in *The Apple Core*.

9.0 Any Additions to the Agenda – Mark Kosco motioned “to add 11.7 Spillway Project Phase 2 to the agenda.” Seconded by Bob Ballenger, motion carried unanimously.

10.0 Consent Agenda – Approve/Adopt Minutes from the October 19, 2024, Board Meeting, and Committee/Commission Changes – Mark Kosco motioned “to approve/adopt minutes from the October 19, 2024, board meeting and committee/commission changes.” Seconded by Bill Becker. Brian Holt requests removing the minutes for discussion: 1.0 Nolan's arrival time should be **8:25 AM**; 11.2 – Fines **should** escalate per fine schedule. Brian Holt motioned “to amend minutes: 1.0, last sentence, change time to “**8:25.**” 11.2 Delete the word “**not.**” Seconded by Carmel Cottrell, motion carried. Motion to approve Consent Agenda with modified minutes by Mark Kosco, seconded by Bob Ballenger. Motion carried unanimously.

11.0 Unfinished Business

11.1 4.14 Employee Technology and 4.15 Social Media Acceptable Use – 2nd Reading - Mark Kosco motioned “to approve 4.14 Employee Technology and Social Media Acceptable Use handbook portion and signature form.” Seconded by Deb McNamee. Discussion: Employees will review annually. Motion carried unanimously.

11.2 Adopt the 2025 Annual Assessment, Operating Fee & Building Fee Schedules - Mark Kosco motioned “to approve/adopt the 2025 Annual Assessment, Operating Fee & Building Fee Schedules. The annual assessments raised to \$1,360, OARF raised to \$150, boat docks raised to \$325. Vacation Rental Registration raised to \$300 with a fine double the fee. Add Golf Season Pass for individual with cart for \$495. Eliminate One-Day and Three-Day Amenity Tag (retain additional annual tag at \$20 each). Increase non-property owner greens fees; 9 holes M-F - \$18 WE/Holidays -

\$22. 18 holes M-F - \$25 WE/Holidays - \$30. Reduce Junior Annual Golf Season Pass to \$75.”
Seconded by Deb McNamee. Motion carried unanimously.

11.3 Adopt the 2025 R&R Budget - Laura Pratt motioned “to approve/adopt the 2025 R&R Budget in the amount of \$292,000 in expenditures.” Seconded by Carmel Cottrell, motion carried unanimously.

11.4 Adopt the 2025 Operating Budget – Carmel Cottrell motioned “to approve/adopt the 2025 Operating Budget, with a total revenue of \$5,970,815 and total operating expenses of \$4,553,748 with a transfer to the R&R Fund of \$715,000, and a transfer to the Capital Fund of \$700,000.”
Seconded by Laura Pratt. Discussion: Mike Ward – operating budget specific to the Cove and Pro Shop – shows a loss for Cove of about \$27,000. Pro Shop – \$135,000 budget projection loss. A lot of discrepancies and issues with that. Asking to look at both - on Cove relative to revenue side and Pro Shop – entire budget. Not that confident in the operating budget in those two departments.
Motion carried with six AYES; Mike Ward voted NAY and Bill Becker ABSTAINED.

11.5 Final ZM Ad Hoc Commission Recommendation for 2025 - Laura Pratt motioned “to accept the Zebra Mussels Ad Hoc Commission Recommendation for 2025.” Seconded by Bill Becker.
The Zebra Mussels Ad Hoc Commission recommends Apple Canyon Lake treat the lake annually with EarthTec QZ.

- 1) **Up to three complete shoreline treatments as designed and executed in 2023.**
- 2) *Large scale (e.g. bays, coves) or spot treatments (Jumping Rock, specific dock areas) may be recommended based on detection of unacceptable levels of live zebra mussels.*
- 3) *Maintain increased frequency of treatments to Jumping Rock and Nixon Beach.*
- 4) *Imperative to ensure the golf course irrigation injector pump system is operational for the 2025 golf season. Ensure adequate treatments to the Marina until injector pump system is operational.*
- 5) *Treatments to occur post-fish spawning.*

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

Discussion: Data is being collected and will be put into an Excel spreadsheet. Will finalize building the website for this information to be shared. Motion carried unanimously.

11.6 ACL Building and Environmental Code V.05-20-2023 – Revisions and Additions – 2nd Reading – Carmel Cottrell motioned “to approve the revisions to the Apple Canyon Lake Building and Environmental Code. In accordance with Article VII.c.ii, to adopt the attached August 24, 2024 revisions to pages 5, 15, 16, 18, 20, 21, 22, 30, 39, 42, 44, 46, 47, 48, 49, 50, 52, 53, 55, 56, 57, 58, 59, 61, 64, 70 of the May 20, 2023 version of the Apple Canyon Lake Building and Environmental Code, as unanimously approved by the Architectural and Environmental Control Committee on September 7, 2024 at their regularly scheduled meeting.” Seconded by Mark Kosco. Discussion: error on page 13, section 7 should be section “6”; page 44 Change boardwalks to “walkways.”
Motion carried unanimously.

11.7 Spillway Project Phase 2 – Mark Kosco motioned “to authorize the GM to advance Spillway Project to Phase 2 when Phase 1 is completed.” Seconded by Deb McNamee. Discussion: approval to negotiate and accelerate Phase 2. Will bring the information back in December. Motion carried unanimously.

12.0 New Business

12.1 4.15 Video Surveillance and Electronic Monitoring – 1st Reading – Discussion: This is a new policy. Need to remove the 2016 date. Likely missed when document added to the template. Coming back next month for second reading and approval.

12.2 Rules & Regulations Miscellaneous Revisions – 1st Reading – Discussion: correcting old title issues; added Sports Complex for amenity tags. Security will pick up and deliver the tags to campground – will update and bring back for 2nd reading.

13.0 Property Owner Comment

Edie Petelle – 11-209 – Pro Shop training– will they finally start to make money? Any way we can finally make it to at least break even? Asking for regular updates.

Mark Kosco - amenities that lose money – pool loses more money than the Pro Shop. CICAA came in and we had to change everything – not allowed to charge for the pool.

Charlene Wooley 2-22 – When first bought our lot, we were told by GM and President – can't park RV on vacant lot across the street. Now a lot of RVs are there. Plus, there are lights on in the RV – some are staying there. Jon Sabo – enforcement action, 2nd level started yesterday, including the sheriff.

Michael Holt 1A61– comment on greenway stewardship. Not concerned as much about species of trees, concern is about density.

Tracy Sabo 8A295 - spoke for the Garden Club – new event on December 8 – Christmas at the Canyon. Tour of five homes. Requesting non-perishable food donations to be dropped off at one of the houses. With the help of Security, we have determined we have 12 families in our community that are in need.

14.0 Adjourn - Motion to adjourn by Bob Ballenger, seconded by Mark Kosco at 10:41AM. Motion carried.

Recording Secretary, Rhonda Perry

President, Nolan Mullen

Corporate Secretary, Laura Pratt

Date



Memorandum

To: Board of Directors

Date: November 7, 2024

From: ACLPOA

Memo: 2024-94

Topic: December Consent Agenda

Recommendation: To approve/adopt minutes from the November 16, 2024, board meeting.



Memorandum

To: Board of Directors

Date: November 27, 2024

From: Employee Handbook Ad Hoc Commission

Memo: 2024-91

Topic: 4.15 Video Surveillance and Electronic Monitoring – 2nd Reading

Issue: The Employee Handbook Ad Hoc Commission has been working on updating the Employee Handbook. Video Surveillance and Electronic Monitoring is a newly created policy to be placed in the Employee Handbook.

828 ILCS 55/11 added an amendment to the Right to Privacy in the Workplace Act. It requires each employer to give each employee who may be affected by Video Surveillance and Electronic Monitoring written notice.

The Board's attorney assisted in creating this policy and gave final approval of the document this week with no recommendations for edits.

Accepting the feedback from the Board of Director's November meeting, the date on the policy has been removed. When approved, the approval date will be added to the policy.

Recommendation: To adopt 4.15 Video Surveillance and Electronic Monitoring for the Employee Handbook.

Handbook Copy



4.15 VIDEO SURVEILLANCE AND ELECTRONIC MONITORING

Effective Date:

Revision Date:

The Board of Directors authorizes the use of video surveillance and electronic monitoring at various facilities throughout Apple Canyon Lake Property Owners' Association ("Association"). The safety of the Association community, common area and facilities are deemed to be important aspects of this community. The Association has added and will continue to add video surveillance and electronic monitoring to help keep property, residents, and employees safe. The Association hopes that the video surveillance and electronic monitoring will provide not only a deterrent to inappropriate behavior but can also be used as a means of identification in the event of damage or criminal activity.

Video Surveillance is the collection of video information for security purposes in common Association areas.

Electronic monitoring is the collection of information of employees' activities or communication by any means other than direct observation, including, but not limited to the use of a computer, telephone, or radio, vehicle GPS, geofencing, and electromagnetic, photo electronic, photo optical, and biometric access systems.

The General Manager is responsible for where cameras are installed and the operation of the video surveillance/electronic monitoring equipment. The determination of where and when to use video surveillance/electronic monitoring equipment will be made in a nondiscriminatory manner. Video surveillance/electronic monitoring equipment may be placed in common areas in Association buildings (e.g. hallways, entryways, the front office where members, employees, and guests are permitted to freely come and go), the Association parking lots and other outside areas. Video surveillance/electronic monitoring equipment shall not be used in areas where persons have a reasonable expectation of privacy (e.g. private offices) unless the GM or Board President has reasonable suspicion to believe that an employee is engaged in conduct that either violates the law, violates the legal rights of the Association or other employees, or creates a hostile workplace environment.

Any person who takes action to block, move, or alter the location and/or viewing angle of a video camera, or who physically damages or destroys any equipment, shall be subject to restitution, employee discipline up to and including termination, and to prosecution.

Legible and visible signs shall be placed at the main entrance to buildings and in the areas where video surveillance/electronic monitoring equipment is in use to notify

employees and other individuals that their actions/behaviors are subject to being monitored/recorded.

In cases approved by the General Manager, camera surveillance may be used for investigatory purposes without staff, or public notice, if used for further investigation into misconduct believed to have occurred or believed to be ongoing. Recordings obtained through the use of video surveillance/electronic monitoring equipment may be used as evidence in any disciplinary proceedings, administrative proceedings, or criminal proceedings, subject to Board of Directors' policy and regulations.

The General Manager will not place video surveillance/electronic monitoring equipment for the purpose of obtaining information for routine staff appraisal/evaluation or monitoring. However, video footage captured in the normal course of surveillance which shows information pertinent to staff performance or conduct may be used for that purpose. Further, such recordings may become a part of a staff member's personnel file.

Access to and viewing of video recordings is limited to authorized personnel by the General Manager and Security and Safety Manager.

Any employee who abuses the Association's Video Monitoring and Electronic Monitoring system may be subject to disciplinary action up to and including termination, within the limitations of any applicable federal, state, or local laws.

Signature Copy

Apple Canyon Lake

4.15 VIDEO SURVEILLANCE AND ELECTRONIC MONITORING

Effective Date:

Revision Date:

The Board of Directors authorizes the use of video surveillance and electronic monitoring at various facilities throughout Apple Canyon Lake Property Owners' Association ("Association"). The safety of the Association community, common area and facilities are deemed to be important aspects of this community. The Association has added and will continue to add video surveillance and electronic monitoring to help keep property, residents, and employees safe. The Association hopes that the video surveillance and electronic monitoring will provide not only a deterrent to inappropriate behavior but can also be used as a means of identification in the event of damage or criminal activity.

Video Surveillance is the collection of video information for security purposes in common Association areas.

Electronic monitoring is the collection of information of employees' activities or communication by any means other than direct observation, including, but not limited to the use of a computer, telephone, or radio, vehicle GPS, geofencing, and electromagnetic, photo electronic, photo optical, and biometric access systems.

The General Manager is responsible for where cameras are installed and the operation of the video surveillance/electronic monitoring equipment. The determination of where and when to use video surveillance/electronic monitoring equipment will be made in a nondiscriminatory manner. Video surveillance/electronic monitoring equipment may be placed in common areas in Association buildings (e.g. hallways, entryways, the front office where members, employees, and guests are permitted to freely come and go), the Association parking lots and other outside areas. Video surveillance/electronic monitoring equipment shall not be used in areas where persons have a reasonable expectation of privacy (e.g. private offices) unless the GM or Board President has reasonable suspicion to believe that an employee is engaged in conduct that either violates the law, violates the legal rights of the Association or other employees, or creates a hostile workplace environment.

Any person who takes action to block, move, or alter the location and/or viewing angle of a video camera, or who physically damages or destroys any equipment, shall be subject to restitution, employee discipline up to and including termination, and to prosecution.

Legible and visible signs shall be placed at the main entrance to buildings and in the areas where video surveillance/electronic monitoring equipment is in use to notify

Handwritten signature

employees and other individuals that their actions/behaviors are subject to being monitored/recorded.

In cases approved by the General Manager, camera surveillance may be used for investigatory purposes without staff, or public notice, if used for further investigation into misconduct believed to have occurred or believed to be ongoing. Recordings obtained through the use of video surveillance/electronic monitoring equipment may be used as evidence in any disciplinary proceedings, administrative proceedings, or criminal proceedings, subject to Board of Directors' policy and regulations.

The General Manager will not place video surveillance/electronic monitoring equipment for the purpose of obtaining information for routine staff appraisal/evaluation or monitoring. However, video footage captured in the normal course of surveillance which shows information pertinent to staff performance or conduct may be used for that purpose. Further, such recordings may become a part of a staff member's personnel file.

Access to and viewing of video recordings is limited to authorized personnel by the General Manager and Security and Safety Manager.

Any employee who abuses the Association's Video Monitoring and Electronic Monitoring system may be subject to disciplinary action up to and including termination, within the limitations of any applicable federal, state, or local laws.

By signing this document, you are indicating that you have been notified in writing about video surveillance and electronic monitoring on the ACLPOA property.

Signature

Date

Printed Name



Memorandum

To: Board of Directors

Date: December 3, 2024

From: Rules & Regulations

Memo: 2024-92

Topic: Rules & Regulations Miscellaneous Revisions – 2nd Reading

Issue: There are several Rules & Regulations sections (I. Clubhouse, II. Amenity Tags for Property Owners & Guests, and X. Campground) that require revisions to better align with ACLPOA's current operations.

Recommendation: To approve the revised Rules & Regulations sections (I. Clubhouse, II. Amenity Tags for Property Owners & Guests, and X. Campground).

Revised

I. CLUBHOUSE

Preamble: The clubhouse is maintained for use of all members and is available on a limited basis for private parties. Contact the ~~Communications & Recreation Manager~~ **Member Services** for information.

A. General

1. Members wishing to schedule the use of space and/or serve food at the Clubhouse are to verify the date and time with the ~~Communications & Recreation Manager~~ **Member Services**.
2. Maximum capacity for the clubhouse is 250 persons.

B. Attire

1. The wearing of proper attire (shirts and shoes) is required in social areas.

C. Private Parties

NOTE: A detailed Rental Rules and Agreement must be signed by Property Owners when renting the clubhouse prior to any rental being permitted.

1. All reservations are to be made through the ~~Communications & Recreation Manager~~ **Member Services** and approved by the General Manager.
2. Reservations are to be made at least one month in advance of event. Association events take precedence.
3. A damage deposit is required upon reservation confirmation. See fee schedule. Refunds of the damage deposit are dependent upon the extent of damage, if any, to the facility occurring during the event.
4. There is a six (6) hour time limit on private parties.

D. Open Clubhouse

1. The Clubhouse serves as a quiet place for members to relax, socialize, watch TV, and use free Wi-Fi provided by the Association.
2. The hours that the Clubhouse is open for owners are posted in the lobby. However, Association events and meetings take precedence.
 - Regularly scheduled events and meetings can be found on the web calendar on the website – www.applecanyonlake.org.

Amended: March 17, 2018

Amended: July 18, 2020

Amended: April 17, 2021

Current

I. CLUBHOUSE

Preamble: The clubhouse is maintained for use of all members and is available on a limited basis for private parties. Contact the Communications & Recreation Manager for information.

A. General

1. Members wishing to schedule the use of space and/or serve food at the Clubhouse are to verify the date and time with the Communications & Recreation Manager.
2. Maximum capacity for the clubhouse is 250 persons.

B. Attire

1. The wearing of proper attire (shirts and shoes) is required in social areas.

C. Private Parties

NOTE: A detailed Rental Rules and Agreement must be signed by Property Owners when renting the clubhouse prior to any rental being permitted.

1. All reservations are to be made through the Communications & Recreation Manager and approved by the General Manager.
2. Reservations are to be made at least one month in advance of event. Association events take precedence.
3. A damage deposit is required upon reservation confirmation. See fee schedule. Refunds of the damage deposit are dependent upon the extent of damage, if any, to the facility occurring during the event.
4. There is a six (6) hour time limit on private parties.

D. Open Clubhouse

1. The Clubhouse serves as a quiet place for members to relax, socialize, watch TV, and use free Wi-Fi provided by the Association.
2. The hours that the Clubhouse is open for owners are posted in the lobby. However, Association events and meetings take precedence.
 - Regularly scheduled events and meetings can be found on the web calendar on the website – www.applecanyonlake.org.

Amended: March 17, 2018

Amended: July 18, 2020

Amended: April 17, 2021

revised

II. AMENITY TAGS FOR PROPERTY OWNERS & GUESTS

Each Property Owner paying an Owner Amenity Registration Fee (OARF) will receive ten (10) Amenity Tags and five (5) auto stickers. The number of auto stickers issued to those Owners who pay the Trash Assessment and elect to receive Trash Auto Stickers will be reduced accordingly.

These Amenity Tags authorize the use of ACLPOA amenities for Property Owners, their family, guests, or occupants. Persons of all ages must have an Amenity Tag. The Amenity Tag must be worn in a visible location or presented upon request. Additional Annual, ~~Three Day, and One Day~~ Amenity Tags may be purchased from the ACL Office. Owners of multiple lots will pay one OARF but may elect to pay an additional OARF for each multiple lot owned. The tags remain the property of ACLPOA.

Amenity Tags must be presented to enter the Pool, and worn or presented upon request at Nixon Beach, the Sports Complex, Firehouse Fitness, designated walking trails, and while walking the trail system. Tags may be required for private special events throughout the year. Individuals fishing from the shoreline, or a dock must wear an Amenity Tag or present it upon request. Amenity Tags must be worn or presented upon request while ice fishing. A vehicle sticker or guest parking pass will be required for access to Nixon Beach. Amenity Tags do not have to be worn while on an ACLPOA registered recreational vehicle, including ATVs, golf carts, snowmachines, and boats. Amenity Tags do not need to be worn while in the Campground. A vehicle sticker or guest parking pass will be required for access to the Campground & Sports Complex.

Anyone found to be on the Common Properties without an Amenity Tag will be required to leave immediately. They may return with an Amenity Tag.

Dues, Trash, OARF(s), special assessments, interest, lien fees and any other outstanding amounts owed to the ACLPOA must be paid on all properties owned by all owners, designated members or occupants associated with all their properties prior to any owner receiving Amenity Tags, unless the property owner has been approved for the ACLPOA Payment Plan. Without limiting this requirement, but by way of example, if Lot 1 has two owners, persons A and B, and Lot 2 is owned by one owner, person A, then even if the dues on lot 1 have been paid by person A and/or B, neither person A nor person B can receive a boat tag or sticker until the dues for Lot 2 are paid by owner A, regardless of the fact that person B has no ownership interest in Lot 2.

The sale or unauthorized use of Association Amenity Tags is strictly prohibited. Any violation of this will result in a fine for the property owner. All violations will be presented to the Board of Directors. The Board of Directors may at their discretion suspend the membership rights of a property owner for up to ninety (90) days for violation of the Rules and Regulations in addition to the fines.

Adopted: October 12, 2012
October 18, 2014

Amended: April 21, 2013

Amended:

Amended: March 17, 2018
August 20, 2022

Amended: February 20, 2021

Amended:

Comment

II. AMENITY TAGS FOR PROPERTY OWNERS & GUESTS

Each Property Owner paying an Owner Amenity Registration Fee (OARF) will receive ten (10) Amenity Tags and five (5) auto stickers. The number of auto stickers issued to those Owners who pay the Trash Assessment and elect to receive Trash Auto Stickers will be reduced accordingly.

These Amenity Tags authorize the use of ACLPOA amenities for Property Owners, their family, guests, or occupants. Persons of all ages must have an Amenity Tag. The Amenity Tag must be worn in a visible location or presented upon request. Additional Annual, Three Day, and One Day Amenity Tags may be purchased from the ACL Office. Owners of multiple lots will pay one OARF but may elect to pay an additional OARF for each multiple lot owned. The tags remain the property of ACLPOA.

Amenity Tags must be presented to enter the Pool, and worn or presented upon request at Nixon Beach, the Sports Complex, Firehouse Fitness, designated walking trails, and while walking the trail system. Tags may be required for private special events throughout the year. Individuals fishing from the shoreline, or a dock must wear an Amenity Tag or present it upon request. Amenity Tags must be worn or presented upon request while ice fishing. A vehicle sticker or guest parking pass will be required for access to Nixon Beach. Amenity Tags do not have to be worn while on an ACLPOA registered recreational vehicle, including ATVs, golf carts, snowmachines, and boats. Amenity Tags do not need to be worn while in the Campground. A vehicle sticker or guest parking pass will be required for access to the Campground.

Anyone found to be on the Common Properties without an Amenity Tag will be required to leave immediately. They may return with an Amenity Tag.

Dues, Trash, OARF(s), special assessments, interest, lien fees and any other outstanding amounts owed to the ACLPOA must be paid on all properties owned by all owners, designated members or occupants associated with all their properties prior to any owner receiving Amenity Tags, unless the property owner has been approved for the ACLPOA Payment Plan. Without limiting this requirement, but by way of example, if Lot 1 has two owners, persons A and B, and Lot 2 is owned by one owner, person A, then even if the dues on lot 1 have been paid by person A and/or B, neither person A nor person B can receive a boat tag or sticker until the dues for Lot 2 are paid by owner A, regardless of the fact that person B has no ownership interest in Lot 2.

The sale or unauthorized use of Association Amenity Tags is strictly prohibited. Any violation of this will result in a fine for the property owner. All violations will be presented to the Board of Directors. The Board of Directors may at their discretion suspend the membership rights of a property owner for up to ninety (90) days for violation of the Rules and Regulations in addition to the fines.

*Adopted: October 12, 2012
October 18, 2014*

Amended: April 21, 2013

Amended:

*Amended: March 17, 2018
August 20, 2022*

Amended: February 20, 2021

Amended:

Revised

X. CAMPGROUND

Preamble: The ACL campground is limited to Property Owners and their authorized guests. An ACL auto sticker or Guest Parking Pass is required for entry to the Campground. RV sites and primitive tent sites are available. RV sites have electric and water hookups. Seasonal Campsites are assigned through the Seasonal Campsite Waiting List for long-term RV camping. A reservation system is used for all short-term, non-seasonal campsites. Reservations are made through the ACL Association Office. No person under the age of 18 is permitted to rent a campsite unless accompanied by an adult.

Campground Opening Date: First weekend in April, weather permitting, or as determined by General Manager.

Campground Closing Date: The last Sunday in October, weather permitting, or as determined by General Manager.

Failure to comply with these rules will result in a fine.

A. General Rules

1. All camping units must arrive in the campgrounds before 10:00 p.m. ~~Check in at ACL Association Office. Campers arriving after the ACL Association Office has closed should make arrangements in advance to have the site ticket left in the dropbox for pickup at check in but must check in prior to noon the next day. Security will pick up tags and deliver to campground.~~ All non-seasonal camping units must display a valid site ticket as designated by the ACL Association Office. Failure to display a valid site ticket will result in a fine.
2. Quiet hours are from 10:00 p.m. until 8:00 a.m.
3. The speed limit within the campgrounds is 10 MPH.
4. Boats, golf carts, or ATVs/UTVs in the campground must be registered with the Association and display ID numbers and a current year ACL sticker. All motorized recreational vehicles used in the Campground must follow the Rules & Regulations outlined in Section XI Motorized Vehicles-Recreational. Boats, boat trailers, ATV/UTV trailers are not permitted to be stored in the campground parking lots for more than two (2) weeks per year or per season. Boat and ATV/UTV trailers stored in the campground parking lot must display ACL ID numbers. Campground parking lot storage is restricted to those currently camping in the Campground. Failure to display ID numbers in the campground parking lot will result a fine.
5. Non-seasonal sites may be reserved on the basis of:
 - a. Reservations must be made by an ACLPOA member or authorized guest. Only one site may be rented at the Property Owner rate per lot. The Property Owner must be staying at the site and make the reservation to receive this rate. All other reservations will be made at Guest rate.
 - b. Reservations may be made no more than 30 days in advance.
 - c. Reservations may not exceed two (2) weeks.

- d. All applicable fees must be paid at the time a reservation is made. All RV site reservations canceled are non-refundable. Primitive site reservations canceled with at least 7 days' notice will have fees refunded by ACL gift card; fees for primitive site reservations canceled with fewer than 7 days' notice will not be refunded. The property owner or guest making the reservation must ensure their camper will fit on the site. No campsite changes or modifications are allowed.
 - e. Sites must be vacated by the 11:00 a.m. checkout time on the day of the owner's scheduled departure, or an extra day's fee will be assessed. If an incoming rental is displaced due to late removal, a fine will be assessed in addition to the extra day's fee. The Property Owner will be held financially responsible and charged additional fees for early placement or late removal.
 6. Campfires must be contained in the fire rings provided for the campsite. Extinguish campfires properly. No garbage or trash shall be placed in the ring.
 7. Campers must maintain campsite free of litter, garbage, and debris at all times. Garbage shall be taken to the Recycling Center during their posted hours. A dumpster is provided for the Campground on holiday weekends. Garbage may not be disposed of at the laundry or bathhouse facilities.
 8. Domestic pets are allowed in the Campground but must be traditionally or electronically leashed at all times. Campers must pick up after their pet and properly dispose of waste.
- Amended: August 20, 2022*

Current

X. CAMPGROUND

Preamble: The ACL campground is limited to Property Owners and their authorized guests. An ACL auto sticker or Guest Parking Pass is required for entry to the Campground. RV sites and primitive tent sites are available. RV sites have electric and water hookups. Seasonal Campsites are assigned through the Seasonal Campsite Waiting List for long-term RV camping. A reservation system is used for all short-term, non-seasonal campsites. Reservations are made through the ACL Association Office. No person under the age of 18 is permitted to rent a campsite unless accompanied by an adult.

Campground Opening Date: First weekend in April, weather permitting, or as determined by General Manager.

Campground Closing Date: The last Sunday in October, weather permitting, or as determined by General Manager.

Failure to comply with these rules will result in a fine.

A. General Rules

1. All camping units must arrive in the campgrounds before 10:00 p.m. Check in at ACL Association Office. Campers arriving after the ACL Association Office has closed should make arrangements in advance to have the site ticket left in the dropbox for pickup at check in but must check in prior to noon the next day. All non-seasonal camping units must display a valid site ticket as designated by the ACL Association Office. Failure to display a valid site ticket will result in a fine.
2. Quiet hours are from 10:00 p.m. until 8:00 a.m.
3. The speed limit within the campgrounds is 10 MPH.
4. Boats, golf carts, or ATVs/UTVs in the campground must be registered with the Association and display ID numbers and a current year ACL sticker. All motorized recreational vehicles used in the Campground must follow the Rules & Regulations outlined in Section XI Motorized Vehicles-Recreational. Boats, boat trailers, ATV/UTV trailers are not permitted to be stored in the campground parking lots for more than two (2) weeks per year or per season. Boat and ATV/UTV trailers stored in the campground parking lot must display ACL ID numbers. Campground parking lot storage is restricted to those currently camping in the Campground. Failure to display ID numbers in the campground parking lot will result a fine.
5. Non-seasonal sites may be reserved on the basis of:
 - a. Reservations must be made by an ACLPOA member or authorized guest. Only one site may be rented at the Property Owner rate per lot. The Property Owner must be staying at the site and make the reservation to receive this rate. All other reservations will be made at Guest rate.
 - b. Reservations may be made no more than 30 days in advance.
 - c. Reservations may not exceed two (2) weeks.
 - d. All applicable fees must be paid at the time a reservation is made.

All RV site reservations canceled are non-refundable. Primitive site reservations canceled with at least 7 days' notice will have fees refunded by ACL gift card; fees for primitive site reservations canceled with fewer than 7 days' notice will not be refunded. The property owner or guest making the reservation must ensure their camper will fit on the site. No campsite changes or modifications are allowed.

- e. Sites must be vacated by the 11:00 a.m. checkout time on the day of the owner's scheduled departure, or an extra day's fee will be assessed. If an incoming rental is displaced due to late removal, a fine will be assessed in addition to the extra day's fee. The Property Owner will be held financially responsible and charged additional fees for early placement or late removal.
 6. Campfires must be contained in the fire rings provided for the campsite. Extinguish campfires properly. No garbage or trash shall be placed in the ring.
 7. Campers must maintain campsite free of litter, garbage, and debris at all times. Garbage shall be taken to the Recycling Center during their posted hours. A dumpster is provided for the Campground on holiday weekends. Garbage may not be disposed of at the laundry or bathhouse facilities.
 8. Domestic pets are allowed in the Campground but must be traditionally or electronically leashed at all times. Campers must pick up after their pet and properly dispose of waste.
- Amended: August 20, 2022*



Memorandum

To: Board of Directors

Date: December 10, 2024

From: Conservation Commission

Memo: 2024-93

Topic: Greenway Stewardship Application Revision – 1st Reading

Issue: The program is in place to address the years of neglect within our greenways; however, some property owners are abusing the program with the intention of expanding their view of the lake and there is no clear enforcement process in place to address violations. Also, there are rules and regulations that pertain to greenways and pathways within the greenways that are in conflict with the Greenway Stewardship Program.

Recommendation: The Conservation Commission has worked diligently with several Board members to revise the Greenway Stewardship Application to add additional controls for what can and cannot be removed and the trees that need to be preserved. The penalties in the form of fines and restoration for not adhering to the approved applications have also been increased and described in greater detail. We are recommending that the revised application be approved so the program can proceed.

We have provided draft non-conformance letters for noted violations as well as a draft letter to send to all property owners reminding them of our rules and regulations as they pertain to the Greenway. We are recommending that the General Manager and Board review and finalize these draft letters as soon as possible.

We have also reviewed the current rules and regulations that pertain to the Greenways and have provided a redline of the rules and regulations of what changes are needed to remove conflicts between the rules and regulations and the Greenway Stewardship Program. We recommend the General Manager and the Board review and approve these changes.

As a Commission, we cannot address the enforcement issue but urge the General Manager and Board to develop a detailed process so that these violations can be addressed and deter others from overstepping their work within our Greenways. **No vote to be recorded at this time.**

ACLPOA Greenway Stewardship Program Overview and Application

Revised 02/202412/2024

A healthy, natural greenway system is a vital component linked to the health of Apple Canyon Lake and supports the charming rural image we strive to maintain. The purpose of the program is to encourage ACL property owners to adopt a green space area and restore the native vegetation in that area. Since ACL was formed, many of these areas have lacked active management resulting in overgrowth. Non-native and invasive plants have also established themselves. Removing this growth will allow native vegetation to again establish itself in these areas. This program is not intended to increase the size of yards or property value. It is designed to protect and restore the ecological health of the greenways.

GOALS

1. To encourage preservation, restoration, and enhancement of ACL's greenway.
2. To protect the lake and woodlands by ecological restoration, removal of invasive plants, and replacement of native plants.
3. To recommend a maintenance program of continued care for the greenways at ACL.

PROCEDURES

1. The Apple Canyon Lake (ACL) Property Owner obtains a Greenway Stewardship Program application from the Apple Canyon Lake website or from the office, completes the application page, and submits it to the General Manager or designee of ACLPOA.
2. The General Manager or designee will review the application, add it to the tracking form, notify the Conservation Commission Chair of the ACL Property Owner and lot number for the application, scan a copy of the application for the files, and forward it to the Natural Resources Manager or designee. Also, notify the chairperson of AECC if within 50ft of shoreline.
3. The Natural Resources Manager or designee and two CC volunteers will review the application, visit the site, and make any recommended changes (second page of the application) to the ACL Property Owner. The Natural Resources Manager or designee will prepare a brief report of his/her impressions including a map or diagram of the site indicating all trees (3" diameter or bigger), the size and type of each tree noting which trees will be preserved and which trees may be trimmed (if any) and what size and types of trees will be replanted and attach it to the original application. An AECC member will be needed to view property if within 50ft of shoreline.

3.4. The Conservation Commission will review the application and any recommendations made by the Natural Resources Manager or designee and the volunteer commission members for the site at their next scheduled meeting.

4.5. The Conservation Commission will then approve or disapprove the application and the Conservation Chair or Vice Chair will notify the Property Owner. The ACL Property Owner acknowledges and agrees to any changes by signing the application. The application will then be sent to the General Manager for review and approval. The AECC will need to approve if a project is within 50ft of the shoreline.

To ensure effective implementation of Greenway Stewardship applications, each applicant must understand that:

- All activities conducted must follow the approved plan.
- ACL staff must review the site during and at completion of the project.
- Any prescribed burning must only be conducted with the direct supervision of ACL staff with the knowledge and approval of the General Manager or designee. Only ACL staff or ACL staff approved ecological restoration burn plans performed by an insured company are allowed in greenway areas.

Greenway Stewardship Volunteer Application

Name: _____

Lot Address: _____

Mailing Address _____

Primary Telephone # _____ Email: _____

• Preferred contact (circle one). Email Phone

1. Site location (include drawing, pictures, or map).

- Is it within 50ft of shoreline? Yes No

(if within 50ft of shoreline AECC approval is needed.)

2. Plan for restoring the site.

a. ~~Plants, bushes, and trees to be removed. Homeowner must plant a minimum of 1 hardwood tree (preferably oak or hickory) for every 10 trees removed.~~ Summary of invasive plants, bushes, shrubs and trees Applicant would like to remove.

b. Types of trees and shrubs to be removed

-Tree/amount- (example: boxelder/5, black locust/4, cedar/3)

-Shrubs- (example: honeysuckle, multiflora rose)

c. Trees to be planted ~~if more than 10 trees are removed~~. The homeowner may ask to plant more trees if desired but must be approved by the commission.

-Please list trees to be **planted**. (example: white oak/2, shagbark hickory/1)

- d. What planting will take place to restore the site? Must plant native forest or prairie seeds depending on the area. If approved, please provide receipt of seed purchased as soon as possible. AECC prohibits the use of plastic netting for seed covers.

ALL TRIMMING OF TREES AND REMOVAL OF TREES, PLANTS, SHRUBS, AND BUSHES WILL BE REVIEWED BY THE CONSERVATION COMMISSION. ALL TREES (3" IN DIAMETER OR BIGGER) WILL BE MAPPED, MEASURED AND IDENTIFIED. THE CONSERVATION COMMISSION WILL TAG TREES TO BE PRESERVED AND INDICATE TREES TO BE REPLACED AND MAKE ANY CHANGES DEEMED NECESSARY TO THE APPLICANT'S PLAN. IF THE APPLICANT WISHES TO PROCEED WITH THE RECOMMENDATION FROM THE CONSERVATION COMMISSION, THE APPLICATION WILL BE SENT TO THE GENERAL MANAGER FOR APPROVAL, OR IF WITHIN THE 50-FOOT BUFFER ZONE, TO THE AECC FOR REVIEW AND APPROVAL AND THEIR RECOMMENDATION WILL BE SENT TO THE BOARD OF DIRECTORS FOR FINAL SIGNOFF.

Work to be done by (circle one): Homeowner Contractor

Contractor name and number: _____

1. Maintenance plan

- a. Fall burning is strongly recommended every two years.
(As stated above, must have ACL approval before burning.)

- b. Weeding, trimming or watering as needed.
No spraying unless approved by ACL staff.
No spraying native plants, only invasives.

2. Homeowner must notify General Manager, via email, 24 hrs. before project starts. May contact main office to get correct email address.
3. Deviations from the approved Application. A summary of the trees that were erroneous removed and-or trimmed and need to be restored will be provided to the Applicant for immediate action and a fine of \$2,000 for each tree that was erroneous cut down or trimmed, escalating at 10% per day until paid, will be

assessed. Fines in excess of \$2,500 will result in a lien against the Applicant's property until such time as the fine is paid and restoration is complete.

Property Owner Agreement

(commission use only)

Owner agrees to complete the following recommendations for greenway restoration at

Lot _____

1.

2.

3.

4.

5.

Signature of Property Owner

Date

ACL Natural Resources Manager

Date

Conservation Commission member

Date

Conservation Commission member

Date

Signature of AECC member
(If within 50ft buffer zone)

Date:

Committee Actions-

Conservation Commission action:

Approved

Disapproved

Date: _____

Signature of Conservation Commission Chairperson

AECC action:

Approved

Disapproved

Date: _____

Signature of AECC Chairperson

ACL General Manager action:

Approved

Disapproved

Date: _____

ACL General Manager Signature

APPLE CANYON LAKE GREENWAY STEWARDSHIP ADMINISTRATION PROCEDURES

1. The Apple Canyon Lake (ACL) Property Owner obtains a Greenway Stewardship Program application from the Apple Canyon Lake website or from the office, completes the application page, and submits it to the General Manager or designee of ACLPOA.
2. The General Manager or designee will review the application, add it to the tracking form, notify the chairperson of the Conservation Commission (CC) and AECC (if within 50ft of buffer zone). GM to note Property Owner and lot number and scan a copy of the application for the files. The application will then be forwarded to the Natural Resources Manager or designee.
3. The Natural Resources Manager or designee and two CC volunteers will review the application, visit the site, and make any recommended changes (second-third page of the application) to the Property Owner. The Natural Resources Manager or designee will prepare a brief report of his/her impressions including a map or diagram of the site indicating all trees (3" diameter or bigger), the size and type of each tree noting which trees will be preserved and which trees may be trimmed (if any) and what size and types of trees will be replanted and attach it to the original application. An AECC member will be needed to view property if within 50ft of shoreline.
4. The CC volunteers will bring the original application along with the staff report to the next scheduled CC meeting. The CC will review the application, and any recommendations made by the Natural Resources Manager or designee and the designated CC volunteers for the site.
- 4.5. The CC will then vote to approve or disapprove the application, and the Chair or Vice-Chair of the CC will then notify the Property Owner. The Apple Canyon Lake Property Owner acknowledges and agrees to any changes by signing the application. The application will then be sent to the General Manager for review and approval. The AECC will need to approve if a project is within 50ft of shoreline.
- 5.6. The Property Owner will be given a copy of the entire completed and signed Stewardship application for his/her records and reference. The original will be filed in the Greenway Stewardship binder.
- 6.7. The CC chairperson will notify the Natural Resources Manager or designee of the Conservation Commission's application's final approval decision. If there are trees to be removed as part of the approved project, the Natural Resources Manager or designee will tag the trees that will be removed preserved before the project is allowed to begin.
- 7.8. The Property Owner may contact either the CC volunteers or the Natural Resources Manager or designee if there are questions or problems as the project proceeds.

8.9. The General Manager or designee will regularly update the program tracking form with information provided by the CC.

10. CC volunteers assigned to a Stewardship project will monitor the project one month from the start date, then at least twice a year thereafter or until the project is completed per the work outlined on the application.
11. All projects will be monitored annually based on date of completion by the volunteers assigned to that project to determine whether the project is being maintained or not. This will provide important information to the CC that can be used to make future decisions about the effectiveness of the Greenway Stewardship Program.

12. Fines will be assessed, and the Applicant will be required to restore the property to its previous condition including replacement of trees correlating as close as practical to the same size and type of each tree that was erroneously removed or trimmed, at the sole discretion of the Association. A summary of the trees that were erroneous removed and-or trimmed and need to be restored will be provided to the Applicant for immediate action and a fine of \$2,000 for each tree that was erroneous cut down or trimmed, escalating at 10% per day until paid, will be assessed. Fines in excess of \$2,500 will result in a lien against the Applicant's property until such time as the fine is paid and restoration is complete.

SPECIAL CONCERNS

1. **Fifty-foot buffer zone at lake front:** As noted in the ACL Building and Environmental Code amended 04-21-12, Section-~~123.5444~~: "The shoreline buffer zone is an area 50 foot horizontal from the shoreline, to be left as is, or restored to native vegetation as much as practical." Because greenway space is owned by ACL, the 50-foot buffer zone at the lake front will be enforced whenever available space permits. It is important to protect the lake from run-off and the shoreline from erosion using a cover crop of approved native foliage, deep-rooted grasses, shrubs, or bushes. Rip rap is allowed if needed and Property Owner is willing to assume the costs.
2. **Applying for a Stewardship project on land that is not contiguous to Property Owner's lot:** An ACL property owner may apply to adopt any greenway area, but property owners whose lots may front the area in question will be notified of the proposed project and their comments will be considered when the CC reviews the application.
3. **Communicating with other affected property owners:** A letter will be sent by the General Manager to notify contiguous property owners of the planned project. The letter will give a brief description of the area in question and the work to be done. Any further questions should be directed to the General Manager.
4. **Policy if other property owners object to the project:** The committee will review the objections, consider their response, and negotiate a compromise if possible. If a compromise cannot be reached, the CC will make its recommendation to the AECC based on the goals of the program and what is best for the ACL community as a whole.
5. **Survey requirement:** If a survey is required to determine the boundaries of a project space, it will be done at the Property Owner's expense.
6. **New property owners:** If a property is sold and the new owners wish to continue to maintain a Greenway Stewardship project associated with their property, they must submit a new application for CC approval before continuing work on the existing project or adding to the scope of the original project.
7. **Unfinished or never started projects:** If after one year from date of approval no significant work has been done on the project or the project has been dormant for one year without continuation of work, the application

will be marked "withdrawn" and the Property Owner will be required to submit a new Greenway Stewardship application for review and approval before starting or restarting any work.

8. **Planting:** Any planting to be done in the greenway area should come from the list of suggested species available in the office. Any other species must be reviewed by the Conservation Committee prior to planting.
9. **Brush pile burns vs. prescribed burning:** Property owners may pile and burn the invasive species removed from an area. A prescribed burn, such as those used to maintain native prairies, must be done only with the approval of the General Manager and under the direct supervision of ACL staff.

Apple Canyon Lake Greenway Stewardship Suggested Plants

NATIVE TREES OF NORTHERN ILLINOIS

American Bladdernut

American Elm

American Sycamore

Basswood

Bitternut Hickory

Black Cherry

Black Locust

Black Oak

Black Walnut

Black Willow

Box elder

Burr Oak

Chinkapin Oak

E. Red Cedar

Eastern Cottonwood

Flowering Dogwood

Green Ash

Hackberry

Hills Oak

Honeylocust

Hop Hornbeam

Musclewood

Pawpaw

Pecan

Pignut Hickory

Pin Oak

Prairie Crabapple

Red Mulberry

Red Oak

River Birch

Roughleaf Dogwood

Sandbar Willow

Sassafras

Shagbark Hickorky

Shellbark Hickory

Shingle Oak

Shumard Oak

Slippery Elm

Sugar Maple

Swamp White Oak

Sweetgum

White Ash

White Mulberry

White Oak

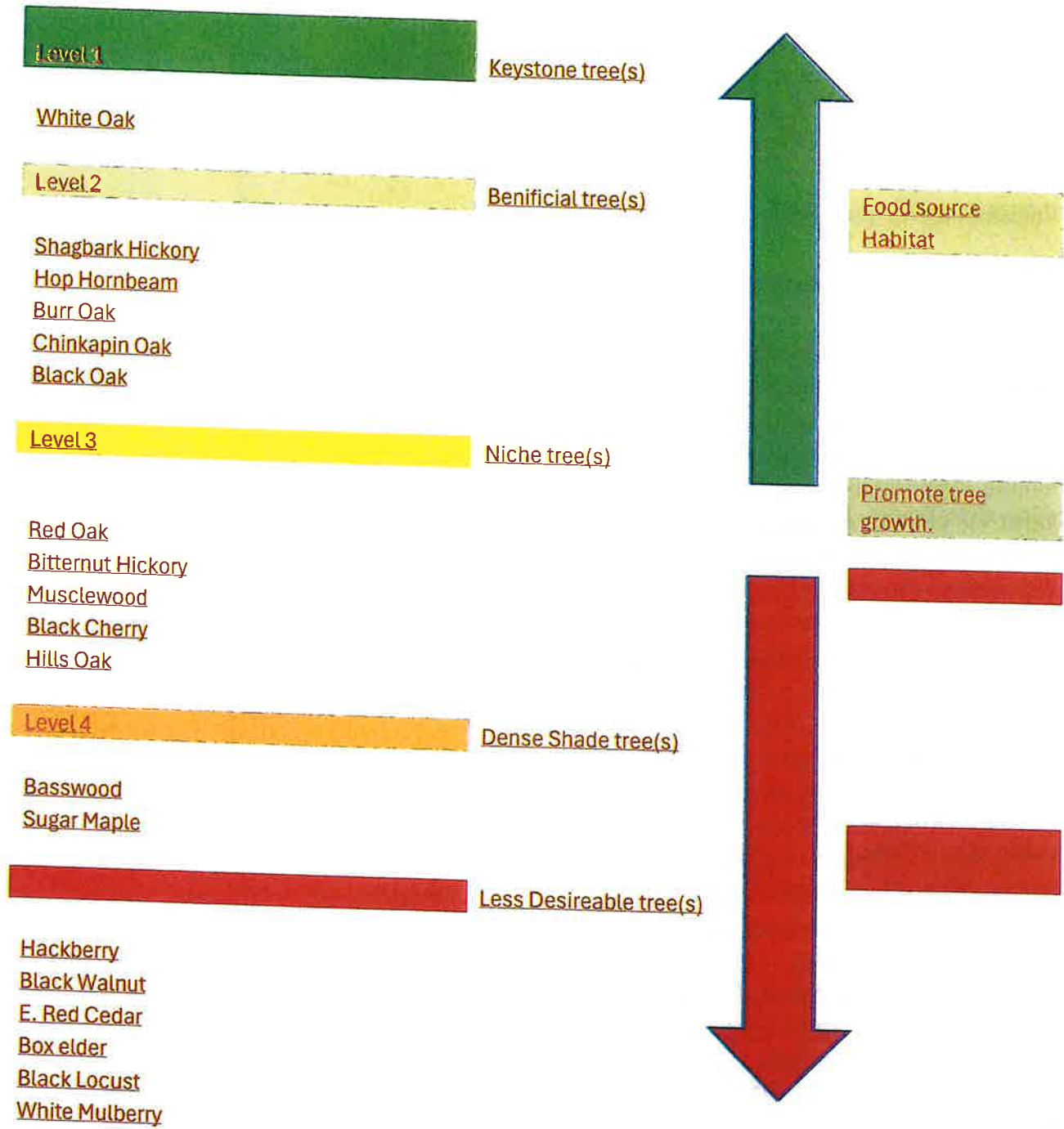
Winged Elm

Yellow Poplar (Tuliptree)

NATIVE TREES COMMON TO ACL

ACL Tree Management Levels to promote a healthy ecosystem.

(trees not listed in fire tolerance levels)



*Sites will vary depending on what is already established and variety of trees present. Light to heavy thinning of all trees can take place to allow more native plants and desirable trees to establish. Healthier trees will be prioritized as well.

*Chart was created with consultation of local biologist/ecologists.

Preferred Prairie Grasses: (If greenway is adjacent to the lake and tree canopy is open enough, must plant tall grass prairie mix to help with erosion control.)

- | | | |
|--------------------|-----------------------|---------------------|
| -Big bluestem | -Side oats grama* | -Indian grass |
| -Little bluestem | -Prairie brome | -Canadian wild rye* |
| -Tall dropseed- | -Prairie Cordgrass | |
| -Bottlebrush Grass | -Hairy Woodland Brome | |

*Indicates use for cover crop

Native Prairie Herbaceous Plants:

- Aromatic Aster (*Symphyotrichum oblongifolium*)
- Brown Eyed Susan (*Rudbeckia hirta*)
- Canada Milkvetch (*Astragalus canadensis*)
- Common Milkweed (*asclepias syriaca*)
- Compass Plant (*Silphium laciniatum*)
- Cutleaf Coneflower (*Rudbeckia laciniata*)
- Early Goldenrod (*Solidago juncea*)
- False Boneset (*Brickellia eupatorioides*)
- False Indigo (*Amorpha fruticosa*)
- Foxglove Penstemon (*Penstemon digitalis*)
- Golden Alexanders (*Zizia aurea*)
- Grey Headed Coneflower (*Ratibida pinnata*)
- Heath Aster (*Symphyotrichum ericoides*)
- Hoary Vervain (*verbena stricta*)
- Lead plant (*Amorpha canescens*)
- Monkeyflower (*Mimulus ringens*)
- Mountain Mint (*Pycnanthemum virginianum*)
- New England Aster (*Symphyotrichum novae-angliae*)
- Prairie Coreopsis (*Coreopsis palmata*)
- Purple Coneflower (*Echinacea purpurea*)
- Purple Prairie Clover (*Dalea purpurea*)
- Rattlesnake Master (*Eryngium yuccifolium*)
- Rough Blazingstar (*Liatris aspera*)
- Shorts Aster (*Symphyotrichum shortii*)
- Smooth Blue Aster (*Symphyotrichum laeve*)
- Smooth Ironweed (*Vernonia fasciculata*)
- Stiff Gentian (*Gentianella quinquefolia*)
- Stiff Goldenrod (*Oligoneuron rigidum*)
- Tall Anemone (*Anemone virginiana*)
- Wild Hyacinth (*Camassia scilloides*)
- Wild Geranium (*Geranium maculatum*)

Native Forest Herbaceous Plants: (Plant if tree canopy is **mostly closed**.)

- American bellflower *Campanula americana*
American Ginseng (*Panax quinquefolius*)
American Hops (*Humulus lupulus*) - woodland edges
Anise root *Osmorhiza longistylis*
Bishop's Cap (*Mitella diphylla*)
Bloodroot (*Sanguinaria canadensis*)
Blue Cohosh (*Caulophyllum thalictroides*)
Canadian Wild Ginger (*Asarum canadense*)
Christmas Fern (*Polystichum acrostichoides*) ***UNCOMMON IN JO DAVIESS COUNTY
Common Black Snakeroot (*Sanicula odorata*)
Common Blackberry (*Rubus allegheniensis*)
Common Blue Violet (*Viola sororia*)
Common Dogbane (*Apocynum cannabinum*)
Cutleaf Toothwort (*Dentaria laciniata*)
Drummond's Aster (*Aster drummondii*) – woodland edges
Dutchman's Breeches (*Dicentra cucullaria*)
False Solomon's Seal (*Smilacina racemosa*)
False Rue Anemone (*Isopyrum biternatum*)
Golden Alexanders (*Zizia aurea*) - woodland edges
Gooseberry (*Ribes missouriense*)
Hooked Buttercup (*Ranunculus recurvatus*)
Jack-In-The-Pulpit (*Arisaema triphyllum*)
Large-flowered Bellwort (*Uvularia grandiflora*)
Late Horse Gentian (*Triosteum perfoliatum*)
Maidenhair Fern (*Adiantum pedatum*)
Mayapple (*Podophyllum peltatum*)
Ostrich Fern (*Matteuccia struthiopteris*)
Prairie Trillium (*Tritium recurvatum*)
Rue Anemone (*Anemonella thalictroides*)
Spotted Jewelweed (*Impatiens capensis*)
Spring Beauty (*Claytonia virginica*)
Solomon's Seal (*Polygonatum commutatum*)
Thimbleweed (*Anemone cylindrica*)
Virginia Bluebells (*Mertensia virginica*)
Wild Leek (*Allium tricoccum*)
Wild Columbine (*Aquilegia canadensis*)
White Baneberry (*Actaea pachypoda*) - woodland edges
Wild Columbine (*Aquilegia canadensis*)
White Trillium (*Trillium flexipes*)
Wild Sasparilla (*Aralia nudicaulis*) ***UNCOMMON IN JO DAVIESS COUNTY
Wild White Indigo (*Baptisia leucantha*)
Woodland Knotweed (*Persicaria virginiana*)
Yellow Jewelweed (*Impatiens pallida*)

Grasses and Sedges -

- Bottlebrush Grass (*Elymus hystrix*)
Common Wood Sedge (*Carex blanda*)

Crested Sedge (*Carex cristatella*)
Hairy Woodland Brome (*Bromus pubescens*)
Pennsylvania Sedge (*Carex pensylvanica*)

Native Open Forest/Savanna Herbaceous Plants: (Plant if tree canopy is **partially closed**.)

Aromatic Aster (*Symphyotrichum oblongifolium*)
Aster (*Symphyotrichum ericoides*)
Canada Milkvetch (*Astragalus canadensis*)
Common Blackberry (*Rubus allegheniensis*)
Common Milkweed (*asclepias syriaca*)
Compass Plant (*Silphium laciniatum*)
Drummond's Aster (*Aster drummondii*)
False Boneset (*Brickellia eupatorioides*)
Foxglove Penstemon (*Penstemon digitalis*) Tall Anemone (*Anemone virginiana*)
Golden Alexanders (*Zizia aurea*)
Gooseberry (*Ribes missouriense*)
Late Horse Gentian (*Triosteum perfoliatum*)
New England Aster (*Symphyotrichum novae-angliae*)
New Jersey Tea (*Ceanothus americanus*)
Prairie Lily (*Lilium philadelphicum*)
Prairie Phlox (*Phlox pilosa*)
Rattlesnake Master (*Eryngium yuccifolium*)
Shorts Aster (*Symphyotrichum shortii*)
Showy Goldenrod (*Solidago speciosa*)
Smooth Blue Aster (*Symphyotrichum laeve*)
Wild Columbine (*Aquilegia canadensis*)
Wild White Indigo (*Baptisia leucantha*)
Wood Betony (*Pedicularis canadensis*)

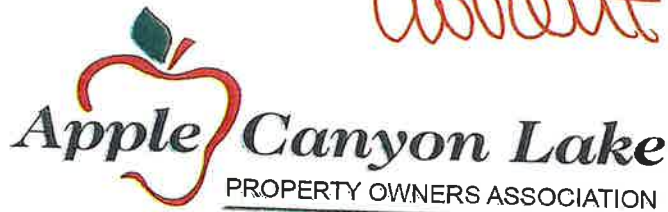
INVASIVE SPECIES or NON-DESIRABLES
- DO NOT PLANT

Box elder
Garlic mustard
Buckthorn
-Common
-Saw-tooth
-Dahurian
-Japanese
-Chinese
-Glossy
Oriental bittersweet
Poison hemlock
Olive
-Russian
-Autumn

Honeysuckle
-Japanese
-Amur
-Spring
-Morrow
-Tatarian
Purple loosestrife
Kudzu
Multiflora rose.
Saltcedar
Knotweed
-Japanese
-Giant
-Bohemian
-Thorny

Lesser celandine
Giant hogweed
Maple
-Sugar
-Norway
Tree of Heaven
White Mulberry
Teasel
Lawn grasses
-Kentucky blue
Reed canary grass
Burning bush
Rusty rumex
Creeping Jenny

Current version



14A157 CANYON CLUB DRIVE
APPLE RIVER, IL 61001

OFFICE: 815.492.2238

FAX: 815.492.2160

ACLPOA Greenway Stewardship Program Overview and Application

Revised 02/2024

A healthy, natural greenway system is a vital component linked to the health of Apple Canyon Lake and supports the charming rural image we strive to maintain. The purpose of the program is to encourage ACL property owners to adopt a green space area and restore the native vegetation in that area. Since ACL was formed, many of these areas have lacked active management resulting in overgrowth. Non-native and invasive plants have also established themselves. Removing this growth will allow native vegetation to again establish itself in these areas. This program is not intended to increase the size of yards or property value. It is designed to protect and restore the ecological health of the greenways.

GOALS

1. To encourage preservation, restoration, and enhancement of ACL's greenway.
2. To protect the lake and woodlands by ecological restoration, removal of invasive plants, and replacement of native plants.
3. To recommend a maintenance program of continued care for the greenways at ACL.

PROCEDURES

1. The ACL Property Owner obtains a Greenway Stewardship Program application from the Apple Canyon Lake website or from the office, completes the application page only, and submits it to the General Manager or designee of ACLPOA.
2. The General Manager or designee will review the application, notify the Conservation Commission Chair of the ACL Property Owner and lot number for the application, and forward it to the Natural Resources Manager or designee. Also, notify the chairperson of AECC if within 50ft of shoreline.
3. The Natural Resources Manager or designee and two Conservation Commission members will review the application, visit the site, and make any recommended changes (second page of the application) to the ACL Property Owner. An AECC member will be needed to view property if within 50ft of shoreline.
4. The Conservation Commission will review the application and any recommendations made by the Natural Resources Manager or designee and the volunteer commission members for the site at their next scheduled meeting.

5. The Conservation Commission will then approve or disapprove the application and the Conservation Chair or Vice Chair will notify the Property Owner. The ACL Property Owner acknowledges and agrees to any changes by signing the application. The AECC will need to approve if a project is within 50ft of shoreline.

To ensure effective implementation of Greenway Stewardship applications, each applicant must understand that:

- All activities conducted must follow the approved plan.
- ACL staff must review the site during and at completion of the project.
- Any prescribed burning must only be conducted with the direct supervision of ACL staff with the knowledge and approval of the General Manager or designee. Only ACL staff or ACL staff approved ecological restoration burn plans performed by an insured company are allowed in greenway areas.

Greenway Stewardship Volunteer Application

Name: _____

Lot Address: _____

Mailing Address _____

Primary Telephone # _____ Email: _____

• Preferred contact (circle one). Email Phone

1. Site location (include drawing, pictures, or map).

- Is it within 50ft of shoreline? Yes No

(If within 50ft of shoreline AECC approval is needed.)

2. Plan for restoring the site.

a. Plants, bushes, and trees to be removed.- Homeowner must plant a minimum of 1 hardwood tree (preferably oak or hickory) for every 10 trees removed.

b. Types of trees and shrubs to be **removed-**
-Tree/amount- (example: boxelder/5, black locust/4, cedar/3)

-Shrubs- (example: honeysuckle, multiflora rose)

c. Trees to be planted if more than 10 trees are removed. The homeowner may ask to plant more trees if desired but must be approved by the commission.

-Please list trees to be **planted.** (example: white oak/2, shagbark hickory/1)

- d. What planting will take place to restore the site? Must plant native forest or prairie seeds depending on the area. If approved, please provide receipt of seed purchased as soon as possible. AECC prohibits the use of plastic netting for seed covers.

Work to be done by (circle one): Homeowner Contractor

Contractor name and number: _____

3. Maintenance plan

- a. Fall burning is strongly recommended every two years.
(As stated above, must have ACL approval before burning.)

- b. Weeding, trimming or watering as needed.
No spraying unless approved by ACL staff.
No spraying native plants, only invasives.

4. Homeowner must notify General Manager, via email, 24 hrs. before project starts. May contact main office to get correct email address.

Property Owner Agreement

(commission use only)

Owner agrees to complete the following recommendations for greenway restoration at

Lot _____

1.

2.

3.

4.

5.

Signature of Property Owner

Date

ACL Natural Resources Manager

Date

Conservation Commission member

Date

Conservation Commission member

Date

Signature of AECC member

Date:

APPLE CANYON LAKE GREENWAY STEWARDSHIP ADMINISTRATION PROCEDURES

1. The Apple Canyon Lake (ACL) Property Owner obtains a Greenway Stewardship Program application from the Apple Canyon Lake website or from the office, completes the application page, and submits it to the General Manager or designee of ACLPOA.
2. The General Manager or designee will review the application, add it to the tracking form, notify the chairperson of the Conservation Commission (CC) and AECC (if within 50ft of buffer zone). Property Owner and lot number and scan a copy of the application for the files. The application will then be forwarded to the Natural Resources Manager or designee.
3. The Natural Resources Manager or designee and two CC volunteers will review the application, visit the site, and make any recommended changes (second page of the application) to the Property Owner. The Natural Resources Manager or designee will prepare a brief report of his/her impressions and attach it to the original application. An AECC member will be needed to view property if within 50ft of shoreline.
4. The CC volunteers will bring the original application along with the staff report to the next scheduled CC meeting. The CC will review the application and any recommendations made by the Natural Resources Manager or designee and the designated CC volunteers for the site.
5. The CC will then vote to approve or disapprove the application and the Chair or Vice-Chair of the CC will then notify the Property Owner. The Apple Canyon Lake Property Owner acknowledges and agrees to any changes by signing the application. The AECC will need to approve if a project is within 50ft of shoreline.
6. The Property Owner will be given a copy of the entire completed and signed Stewardship application for his/her records and reference. The original will be filed in the Greenway Stewardship binder.
7. The CC chairperson will notify the Natural Resources Manager or designee of the Conservation Commission's decision. If there are trees to be removed as part of the approved project, the Natural Resources Manager or designee will tag the trees that will remain before the project is allowed to begin.
8. The Property Owner may contact either the CC volunteers or the Natural Resources Manager or designee if there are questions or problems as the project proceeds.
9. The General Manager or designee will regularly update the program tracking form with information provided by the CC.
10. CC volunteers assigned to a Stewardship project will monitor the project one month from the start date, then at least twice a year thereafter or until the project is completed per the work outlined on the application.
11. All projects will be monitored annually based on date of completion by the volunteers assigned to that project to determine whether the project is being maintained or not. This will provide important

information to the CC that can be used to make future decisions about the effectiveness of the Greenway Stewardship Program.

SPECIAL CONCERNS

1. **Fifty-foot buffer zone at lake front:** As noted in the ACL Building and Environmental Code amended 04-21-12, Section 111: "The shoreline buffer zone is an area 50foot horizontal from the shoreline, to be left as is, or restored to native vegetation as much as practical." Because greenway space is owned by ACL, the 50-foot buffer zone at the lake front will be enforced whenever available space permits. It is important to protect the lake from run-off and the shoreline from erosion using a cover crop of approved native foliage, deep-rooted grasses, shrubs, or bushes. Rip rap is allowed if needed and Property Owner is willing to assume the costs.
2. **Applying for a Stewardship project on land that is not contiguous to Property Owner's lot:** An ACL property owner may apply to adopt any greenway area, but property owners whose lots may front the area in question will be notified of the proposed project and their comments will be considered when the CC reviews the application.
3. **Communicating with other affected property owners:** A letter will be sent by the General Manager to notify contiguous property owners of the planned project. The letter will give a brief description of the area in question and the work to be done. Any further questions should be directed to the General Manager.
4. **Policy if other property owners object to the project:** The committee will review the objections, consider their response, and negotiate a compromise if possible. If a compromise cannot be reached, the CC will make its decision based on the goals of the program and what is best for the ACL community as a whole.
5. **Survey requirement:** If a survey is required to determine the boundaries of a project space, it will be done at the Property Owner's expense.
6. **New property owners:** If a property is sold and the new owners wish to continue to maintain a Greenway Stewardship project associated with their property, they must submit a new application for CC approval before continuing work on the existing project or adding to the scope of the original project.
7. **Unfinished or never started projects:** If after one year from date of approval no significant work has been done on the project or the project has been dormant for one year without continuation of work, the application will be marked "withdrawn" and the Property Owner will be required to submit a new Greenway Stewardship application for review and approval before starting or restarting any work.
8. **Planting:** Any planting to be done in the greenway area should come from the list of suggested species available in the office. Any other species must be approved by the Conservation Committee prior to planting.
9. **Brush pile burns vs. prescribed burning:** Property owners may pile and burn the invasive species removed from an area. A prescribed burn, such as those used to maintain native prairies, must be done only with the approval of the General Manager and under the direct supervision of ACL staff.

Apple Canyon Lake Greenway Stewardship Suggested Plants

Preferred trees to plant:

- White oak
- Black oak
- Northern red oak
- Bitternut Hickory
- Shagbark Hickory

Trees to save due to diseases:

- Green Ash
- Elms

Preferred Prairie Grasses: (If greenway is adjacent to the lake and tree canopy is open enough, must plant tall grass prairie mix to help with erosion control.)

- | | | |
|--------------------|-----------------------|---------------------|
| -Big bluestem | -Side oats grama* | -Indian grass |
| -Little bluestem | -Prairie brome | -Canadian wild rye* |
| -Tall dropseed- | -Prairie Cordgrass | |
| -Bottlebrush Grass | -Hairy Woodland Brome | |

*Indicates use for cover crop

Native Prairie Herbaceous Plants:

- Aromatic Aster (*Symphyotrichum oblongifolium*)
- Brown Eyed Susan (*Rudbeckia hirta*)
- Canada Milkvetch (*Astragalus canadensis*)
- Common Milkweed (*asclepias syriaca*)
- Compass Plant (*Silphium laciniatum*)
- Cutleaf Coneflower (*Rudbeckia laciniata*)
- Early Goldenrod (*Solidago juncea*)
- False Boneset (*Brickellia eupatorioides*)
- False Indigo (*Amorpha fruticosa*)
- Foxglove Penstemon (*Penstemon digitalis*)
- Golden Alexanders (*Zizia aurea*)
- Grey Headed Coneflower (*Ratibida pinnata*)
- Heath Aster (*Symphyotrichum ericoides*)
- Hoary Vervain (*verbena stricta*)
- Lead plant (*Amorpha canescens*)
- Monkeyflower (*Mimulus ringens*)
- Mountain Mint (*Pycnanthemum virginianum*)
- New England Aster (*Symphyotrichum novae-angliae*)

Prairie Coreopsis (*Coreopsis palmata*)
Purple Coneflower (*Echinacea purpurea*)
Purple Prairie Clover (*Dalea purpurea*)
Rattlesnake Master (*Eryngium yuccifolium*)
Rough Blazingstar (*Liatris aspera*)
Shorts Aster (*Symphyotrichum shortii*)
Smooth Blue Aster (*Symphyotrichum laeve*)
Smooth Ironweed (*Vernonia fasciculata*)
Stiff Gentian (*Gentianella quinquefolia*)
Stiff Goldenrod (*Oligoneuron rigidum*)
Tall Anemone (*Anemone virginiana*)
Wild Hyacinth (*Camassia scilloides*)
Wild Geranium (*Geranium maculatum*)

Native Forest Herbaceous Plants: (Plant if tree canopy is **mostly closed**.)

American bellflower *Campanula americana*
American Ginseng (*Panax quinquefolius*)
American Hops (*Humulus lupulus*) - woodland edges
Anise root *Osmorhiza longistylis*
Bishop's Cap (*Mitella diphylla*)
Bloodroot (*Sanguinaria canadensis*)
Blue Cohosh (*Caulophyllum thalictroides*)
Canadian Wild Ginger (*Asarum canadense*)
Christmas Fern (*Polystichum acrostichoides*) ***UNCOMMON IN JO DAVIESS COUNTY
Common Black Snakeroot (*Sanicula odorata*)
Common Blackberry (*Rubus allegheniensis*)
Common Blue Violet (*Viola sororia*)
Common Dogbane (*Apocynum cannabinum*)
Cutleaf Toothwort (*Dentaria laciniata*)
Drummond's Aster (*Aster drummondii*) – woodland edges
Dutchman's Breeches (*Dicentra cucullaria*)
False Solomon's Seal (*Smilacina racemosa*)
False Rue Anemone (*Isopyrum biternatum*)
Golden Alexanders (*Zizia aurea*) - woodland edges
Gooseberry (*Ribes missouriense*)
Hooked Buttercup (*Ranunculus recurvatus*)
Jack-In-The-Pulpet (*Arisaema triphyllum*)
Large-flowered Bellwort (*Uvularia grandiflora*)
Late Horse Gentian (*Triosteum perfoliatum*)
Maidenhair Fern (*Adiantum pedatum*)
Mayapple (*Podophyllum peltatum*)
Ostrich Fern (*Matteuccia struthiopteris*)
Prairie Trillium (*Tritium recurvatum*)
Rue Anemone (*Anemonella thalictroides*)
Spotted Jewelweed (*Impatiens capensis*)
Spring Beauty (*Claytonia virginica*)
Solomon's Seal (*Polygonatum commutatum*)

Thimbleweed (*Anemone cylindrica*)
Virginia Bluebells (*Mertensia virginica*)
Wild Leek (*Allium tricoccum*)
Wild Columbine (*Aquilegia canadensis*)
White Baneberry (*Actaea pachypoda*) - woodland edges
Wild Columbine (*Aquilegia canadensis*)
White Trillium (*Trillium flexipes*)
Wild Sasparilla (*Aralia nudicaulis*) ***UNCOMMON IN JO DAVIESS COUNTY
Wild White Indigo (*Baptisia leucantha*)
Woodland Knotweed (*Persicaria virginiana*)
Yellow Jewelweed (*Impatiens pallida*)

Grasses and Sedges -

Bottlebrush Grass (*Elymus hystrix*)
Common Wood Sedge (*Carex blanda*)
Crested Sedge (*Carex cristatella*)
Hairy Woodland Brome (*Bromus pubescens*)
Pennsylvania Sedge (*Carex pennsylvanica*)

Native Open Forest/Savanna Herbaceous Plants: (Plant if tree canopy is **partially closed**.)

Aromatic Aster (*Symphyotrichum oblongifolium*)
Aster (*Symphyotrichum ericoides*)
Canada Milkvetch (*Astragalus canadensis*)
Common Blackberry (*Rubus allegheniensis*)
Common Milkweed (*Asclepias syriaca*)
Compass Plant (*Silphium laciniatum*)
Drummond's Aster (*Aster drummondii*)
False Boneset (*Brickellia eupatorioides*)
Foxglove Penstemon (*Penstemon digitalis*) Tall Anemone (*Anemone virginiana*)
Golden Alexanders (*Zizia aurea*)
Gooseberry (*Ribes missouriense*)
Late Horse Gentian (*Triosteum perfoliatum*)
New England Aster (*Symphyotrichum novae-angliae*)
New Jersey Tea (*Ceanothus americanus*)
Prairie Lily (*Lilium philadelphicum*)
Prairie Phlox (*Phlox pilosa*)
Rattlesnake Master (*Eryngium yuccifolium*)
Shorts Aster (*Symphyotrichum shortii*)
Showy Goldenrod (*Solidago speciosa*)
Smooth Blue Aster (*Symphyotrichum laeve*)
Wild Columbine (*Aquilegia canadensis*)
Wild White Indigo (*Baptisia leucantha*)
Wood Betony (*Pedicularis canadensis*)

**INVASIVE SPECIES or NON-DESIRABLES
- DO NOT PLANT**

Box elder
Garlic mustard
Buckthorn
-Common
-Saw-tooth
-Dahurian
-Japanese
-Chinese
-Glossy
Oriental bittersweet
Poison hemlock
Olive
-Russian
-Autumn
-Thorny
Lesser celandine
Giant hogweed
Maple
-Sugar
-Norway
Tree of Heaven
White Mulberry

Honeysuckle
-Japanese
-Amur
-Spring
-Morrow
-Tatarian
Purple loosestrife
Kudzu
Multiflora rose.
Saltcedar
Knotweed
-Japanese
-Giant
-Bohemian
Teasel
Lawn grasses
-Kentucky blue
Reed canary grass
Burning bush
Rusty rumex
Creeping Jenny

Draft P.O. Greenway Letter

Date:

Address:

Re: Greenways and 50' Buffer

Dear [Property Owner Name],

As a valued property owner within Apple Canyon Lake, we want to take this opportunity to remind you of the rules and regulations outlined in our governing documents, which are essential to maintaining the aesthetic appeal and quality of life within our neighborhoods.

A healthy, natural greenway system is a vital component linked to the health of Apple Canyon Lake and supports the charming rural image we strive to maintain.

Key Points to Remember:

Erosion and sediment control measures are an essential part of structure construction. Environmental requirements are in The ACL Building Code because Apple Canyon Lake has steep slopes and erodible soil. It is vital to the health of the Lake that erosion as well as nutrient and chemical runoff be minimized. Also, invasive species need to be avoided. Noxious weed control is expected. For these reasons, a 50-foot lakeshore buffer zone has been established around the entire lake. This Buffer Zone, exclusive of permitted amenities such as docks, boardwalks, and beach areas should be left as is or restored to native vegetation as much as practical. When permitted by the AECC, due to the variations in slope, soils, and terrain, such items as terracing and retaining walls in conjunction with vegetation may be appropriate in some circumstances. All areas have their unique challenges and variation among properties is expected.

The ACL Conservation Commission maintains a list of prohibited plants as well as a non-exclusive list of preferable native vegetation plantings. All projects in the ACL Greenway shall be presented to and approved by the Conservation Commission.

Compliance and Enforcement:

While we strive to foster a harmonious community, the General Manager will take necessary steps to address any violations of our established guidelines, including potential fines and restoration or formal enforcement actions.

Thank you for your cooperation in upholding the standards of our community.

Sincerely,

Board of Directors

Unauthorized Greenway Work Notice



14A157 CANYON CLUB DRIVE
APPLE RIVER, IL 61001

OFFICE: 815.492.2238
FAX: 815.492.2160

DATE: _____

TO: _____

RE: UNAUTHORIZED WORK WITHIN THE GREENWAY

Dear _____,

It has come to our attention that unauthorized work is or has taken place in the greenway area adjacent to your property. The greenway land is owned and controlled by the Association, and any work done on Association property must be approved through our Greenway Stewardship Program. Any work performed without an approved application is subject to fines and restoration.

I would like to schedule a meeting with you and one of our designated appointees to inspect the greenway area in question and determine if work was done in the greenway boundaries. If so, the Association will instruct you on the boundaries of the greenway and assist you with a plan to restore the area. Please email me within 2 business days from the date of this correspondence to schedule an inspection.

Please stop all work in or near the greenway until this situation is clarified to the sole satisfaction of ACL to avoid fines and minimize restoration work.

Thank you for your prompt attention to this matter.

Sincerely,

Joe Wiener, Building Inspector
12A352 S. Apple Canyon Road,
Apple River, IL 61001
buildinginspector@applecanyonlake.org

Cc: AECC Chair
General Manager
Conservation Chair



Non-Compliance - 1st Notice

14A157 CANYON CLUB DRIVE
APPLE RIVER, IL 61001

OFFICE: 815.492.2238
FAX: 815.492.2160

DATE: _____

TO: _____

RE: GREENWAY STEWARDSHIP PROGRAM – APPLICATION NON-COMPLIANCE

Dear _____,

As you are aware, all permitted work within the Greenway is described in your approved application. It has recently come to my attention that certain unapproved work may have been or is being performed. Specifically, _____

Can you please review this scope of work in comparison to your application and let us know if you agree.

Your authorization to perform work in the Greenway is on hold until this situation is clarified to the sole satisfaction of ACL.

Please respond via letter or e-mail within 2 days from the date of this letter.

Thank you for your prompt attention to this matter.

Sincerely,

Joe Wiener, Building Inspector
12A352 S. Apple Canyon Road,
Apple River, IL 61001

buildinginspector@applecanyonlake.org

Cc: AECC Chair
General Manager
Conservation Chair



Non-Compliance - 2nd Notice

14A157 CANYON CLUB DRIVE
APPLE RIVER, IL 61001
OFFICE: 815.492.2238
FAX: 815.492.2160

DATE: _____

TO: _____

RE: GREENWAY STEWARDSHIP PROGRAM – APPLICATION NON-COMPLIANCE

Dear _____,

I am following up regarding a communication dated _____ regarding unapproved work being performed within the Greenway. Specifically, _____

This letter is the second notice of this violation. Per the Greenway Stewardship Program Procedures, I must inform you that as of the date of this correspondence you have been fined \$2,000 per tree that was erroneously removed and/or trimmed. The fine will escalate at a rate of 10% per day until paid in full. You will also be required to restore the trees resulting in a cost of \$_____. Fines in excess of \$2,500 will result in a lien against your property.

The fine should be paid via check to _____ and restoration should begin as soon as practical but must be started within 60 days of the date of this letter and work must continue until complete. If you would prefer ACL to perform the work, please pay the amount stipulated.

Fines and restoration are in place to encourage compliance in order to protect the beauty and natural environment of ACL, not to punish violators or generate revenue.

Thank you for understanding how adhering to these rules makes ACL a more beautiful and pleasant place for us all to live.

Sincerely,

Joe Wiener, Building Inspector
12A352 S. Apple Canyon Road,
Apple River, IL 61001
buildinginspector@applecanyonlake.org



14A157 CANYON CLUB DRIVE
APPLE RIVER, IL 61001

OFFICE: 815.492.2238

FAX: 815.492.2160

Cc: AECC Chair
General Manager
Conservation Chair



Non-Compliance - 3rd + Final Notice

14A157 CANYON CLUB DRIVE
APPLE RIVER, IL 61001
OFFICE: 815.492.2238
FAX: 815.492.2160

DATE: _____

TO: _____

RE: GREENWAY STEWARDSHIP PROGRAM – APPLICATION NON-COMPLIANCE – FINAL NOTICE

Dear _____,

This letter follows two previous communications regarding unapproved work being performed in the Greenway. Specifically, _____

To date the fine has not been paid and I have not received confirmation of the start of the restoration work.

ACL has no choice but to submit this matter to legal counsel with direction to start the process to place a lien on your property until such time as the fine is paid and restoration is made to the full satisfaction of ACL.

Fines and restoration are in place to encourage compliance in order to protect the beauty and natural environment of ACL, not to punish violators or generate revenue.

Thank you for understanding how adhering to these rules makes ACL a more beautiful and pleasant place for us all to live.

Please do not hesitate to contact me if you have any questions or concerns about this matter.

Sincerely,

Joe Wiener, Building Inspector
12A352 S. Apple Canyon Road,
Apple River, IL 61001

buildinginspector@applecanyonlake.org



14A157 CANYON CLUB DRIVE
APPLE RIVER, IL 61001

OFFICE: 815.492.2238
FAX: 815.492.2160

Cc: AECC Chair
General Manager
Conservation Chair
Legal Counsel

R+R

with revisions

IV. MISCELLANEOUS REGULATIONS

1. **Firearms:** Firearms shall not be discharged on the properties of ACL and all common properties, except by authorized Law Enforcement Personnel. Firearms shall not be carried on any part of the ACL common properties.
2. **Fireworks:** Fireworks shall not be discharged on the properties of ACL and all common properties unless approval by the Scales Mound Fire Protection District has been granted. Fireworks shall not be discharged from a watercraft.
3. **Littering:** Littering or defacing of property anywhere on the properties of ACL and all common properties is prohibited.
4. **Horses:** Horses are not permitted on the properties of ACL and all common properties.
5. **Common Property:** There shall be no cutting or trimming of trees, brush or shrubs on common property without the prior written permission via the Greenway Stewardship Program process of the General Manager.
6. **Pets:** All pets must be leashed, restrained, or contained at all times unless (a) on the property owner's property or (b) on the property of another property owner with their permission. Reference 510 ILCS 5 Animal Control Act.
7. **Pets:** Pet owners must clean up their pet's waste on all ACL properties and all common properties.
8. **Pets:** Pets are not permitted within any ACL building, pool, or beach. b.) Notwithstanding (a), the General Manager, or their designee, may permit a pet into the Association Office or Maintenance Building while the pet's owner conducts business. (b) Safety & Security may temporarily secure a pet found in their office or vehicle until the pet is claimed by the pet's owner, or the animal is transferred to the appropriate authority.
9. **Tents:** Camping tents may be allowed on improved properties by receiving permission solely from the ACL Safety & Security Manager prior to occupancy. This special permission allows occupancy to be limited to 7 days.
10. **Swimming:** Swimming is not allowed at Cove Restaurant area, Marina and Nixon Beach designated boat area.
11. **Renting:** Property Owners wishing to rent their home 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.
12. **Vehicle Identification:** A valid property owner vehicle identification device must be permanently affixed to the driver's side lower windshield when parked on any ACL "members only" property, with number facing outward. Vehicle identification devices are available at the ACL Association Office. A valid property owner vehicle identification device is required for access to Nixon Beach and the Campground.
13. **Noxious or Offensive Activity:** No noxious or offensive activity shall be permitted.
14. **Lake:** No material shall be placed in the lake without permission of the Conservation Commission as to the type of material and location.
15. **Disobeying a Control Device (Signs):** Property owners/guests must comply with all signage while on the properties of ACL and all common properties.
16. **Speeding or Reckless Driving:** Property owners/guests are not to speed or drive any vehicle or boat recklessly while on the properties of ACL and all common properties.
17. **Interference with an Enforcement Officer:** Property owners/guests must not interfere with an enforcement officer on the properties of ACL and all common properties.
18. **Failure to Identify Self, Fleeing, Use of Abusive or Threatening Language:** Property owners/guests must identify themselves, must not flee from an enforcement officer or other

ACLPOA personnel, or use abusive/threatening language while on the properties of ACL and all common properties.

19. **Household Pets:** No animals shall be kept or maintained on the properties of ACL and all common properties except the usual household pets and these pets must be leashed when off owner's property.

20. **Smoking and Cannabis Use:** Smoking and vaping is prohibited inside all ACL facilities and is only allowed in designated areas not less than 15 feet from the entrance of all facilities. "Smoking" is defined as the act of lighting, smoking, or carrying a lighted or smoldering cigar, cigarette, or pipe of any kind. Vaping refers to the use of electronic nicotine delivery systems or electronic smoking devices such as e-cigarettes, e-pipes, e-hookahs and e-cigars. Smoking or consumption of cannabis, marijuana or illegal controlled substances is not permitted in any common area throughout the property.

Amended: July 18, 2020

Amended: March 20, 2021

Amended: August 20, 2022

Amended: October 15, 2022

R+R

Consent

IV. MISCELLANEOUS REGULATIONS

1. **Firearms:** Firearms shall not be discharged on the properties of ACL and all common properties, except by authorized Law Enforcement Personnel. Firearms shall not be carried on any part of the ACL common properties.
2. **Fireworks:** Fireworks shall not be discharged on the properties of ACL and all common properties unless approval by the Scales Mound Fire Protection District has been granted. Fireworks shall not be discharged from a watercraft.
3. **Littering:** Littering or defacing of property anywhere on the properties of ACL and all common properties is prohibited.
4. **Horses:** Horses are not permitted on the properties of ACL and all common properties.
5. **Common Property:** There shall be no cutting of trees, brush or shrubs on common property without the prior written permission of the General Manager.
6. **Pets:** All pets must be leashed, restrained, or contained at all times unless (a) on the property owner's property or (b) on the property of another property owner with their permission. Reference 510 ILCS 5 Animal Control Act.
7. **Pets:** Pet owners must clean up their pet's waste on all ACL properties and all common properties.
8. **Pets:** Pets are not permitted within any ACL building, pool, or beach. b.) Notwithstanding (a), the General Manager, or their designee, may permit a pet into the Association Office or Maintenance Building while the pet's owner conducts business. (b) Safety & Security may temporarily secure a pet found in their office or vehicle until the pet is claimed by the pet's owner, or the animal is transferred to the appropriate authority.
9. **Tents:** Camping tents may be allowed on improved properties by receiving permission solely from the ACL Safety & Security Manager prior to occupancy. This special permission allows occupancy to be limited to 7 days.
10. **Swimming:** Swimming is not allowed at Cove Restaurant area, Marina and Nixon Beach designated boat area.
11. **Renting:** Property Owners wishing to rent their home 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.
12. **Vehicle Identification:** A valid property owner vehicle identification device must be permanently affixed to the driver's side lower windshield when parked on any ACL "members only" property, with number facing outward. Vehicle identification devices are available at the ACL Association Office. A valid property owner vehicle identification device is required for access to Nixon Beach and the Campground.
13. **Noxious or Offensive Activity:** No noxious or offensive activity shall be permitted.
14. **Lake:** No material shall be placed in the lake without permission of the Conservation Commission as to the type of material and location.
15. **Disobeying a Control Device (Signs):** Property owners/guests must comply with all signage while on the properties of ACL and all common properties.
16. **Speeding or Reckless Driving:** Property owners/guests are not to speed or drive any vehicle or boat recklessly while on the properties of ACL and all common properties.
17. **Interference with an Enforcement Officer:** Property owners/guests must not interfere with an enforcement officer on the properties of ACL and all common properties.
18. **Failure to Identify Self, Fleeing, Use of Abusive or Threatening Language:** Property owners/guests must identify themselves, must not flee from an enforcement officer or other ACLPOA personnel, or use abusive/threatening language while on the properties of ACL and all common properties.

19. **Household Pets:** No animals shall be kept or maintained on the properties of ACL and all common properties except the usual household pets and these pets must be leashed when off owner's property.

20. **Smoking and Cannabis Use:** Smoking and vaping is prohibited inside all ACL facilities and is only allowed in designated areas not less than 15 feet from the entrance of all facilities. "Smoking" is defined as the act of lighting, smoking, or carrying a lighted or smoldering cigar, cigarette, or pipe of any kind. Vaping refers to the use of electronic nicotine delivery systems or electronic smoking devices such as e-cigarettes, e-pipes, e-hookahs and e-cigars Smoking or consumption of cannabis, marijuana or illegal controlled substances is not permitted in any common area throughout the property.

Amended: July 18, 2020

Amended: March 20, 2021

Amended: August 20, 2022

Amended: October 15, 2022

~~Board
Policy~~

with revisions

PATHWAYS: GUIDELINES FOR MAINTAINING PATHS AND GREENWAY AREAS

~~See Greenway Stewardship Program. Property owners wishing to maintain an existing path by mowing, mulching, or trimming brush or overgrowth which has encroached into the original trail corridor may do so, provided written permission has been granted by the General Manager, prior to performing said maintenance. The equipment/tools allowed for such use shall be limited to power push mowers, riding mowers, string trimmers, loppers and hedge trimmers.~~

~~If the request does not fall into the above category, it must be reviewed by the Building/Maintenance Departments and evaluated on the merits as to what benefit said project may have for the Association. Projects endorsed by the inspectors are subject to approval by the Board of Directors. If the project is not recommended by the Building/Maintenance Inspectors the property owner may request an appeal to the Board of Directors by requesting to be placed on the next Board of Directors meeting agenda. All projects will be reviewed on a case by case basis. The Board may, at its discretion, require such work be performed by Association personnel for a fee, or by a contractor competent to perform same. Certificates of insurance, damage bonds may also be required.~~

Adopted May 25, 1996

Amended May 19, 2007

Amended September 15, 2007

Board Policy

Current

PATHWAYS: GUIDELINES FOR MAINTAINING PATHS AND GREENWAY AREAS

Property owners wishing to maintain an existing path by mowing, mulching, or trimming brush or overgrowth which has encroached into the original trail corridor may do so, provided written permission has been granted by the General Manager, prior to performing said maintenance. The equipment/tools allowed for such use shall be limited to power push mowers, riding mowers, string trimmers, loppers and hedge trimmers.

If the request does not fall into the above category, it must be reviewed by the Building/Maintenance Departments and evaluated on the merits as to what benefit said project may have for the Association. Projects endorsed by the inspectors are subject to approval by the Board of Directors. If the project is not recommended by the Building/ Maintenance Inspectors the property owner may request an appeal to the Board of Directors by requesting to be placed on the next Board of Directors meeting agenda. All projects will be reviewed on a case by case basis. The Board may, at its discretion, require such work be performed by Association personnel for a fee, or by a contractor competent to perform same. Certificates of insurance, damage bonds may also be required.

Adopted May 25, 1996

Amended May 19, 2007

Amended September 15, 2007

Board Policy

with revisions

PATHWAYS: GUIDELINES AND REQUIREMENTS FOR THE DEVELOPMENT OF PATHS AND MAINTENANCE OF GREENWAY AREAS

(Re: Property Owners Access to the Lake Policy)

See Greenway Stewardship Program.

1. Plans for any proposed path on the Greenway must be submitted to the General Manager, the AECC and the building/Environmental Manager, the Greenway Consultant, and the Conservation Committee will review and recommend to the Board for approval. NO WORK can commence until approval is granted by the Board of Directors for a Greenway Agreement. A NO COST TO AGLPOA MUST BE INDICATED IN THE PROPOSAL if submitted by volunteers. This policy applies to work projects submitted by volunteers, Conservation Committee or AGL maintenance or management
2. Paths crossing the Greenway to water and/or boat docks must be developed by the shortest practical route.
3. There will be only one common path across the Greenway to water and/or boat docks with other lots gaining access along the upper boundary unless terrain makes this impractical.
4. Any material used in the construction of a path must be natural. NO CEMENT OR BLACKTOP will be permitted.
5. In the lay-out of a path, a serpentine route, rather than steps, is to be used if practical. Where necessary, steps will be approved.
6. Shoulders of path must be protected from erosion by use of rock or plantings, including, but not limited to, vetch, ivy, etc.
7. In the construction of a path there will be NO REMOVAL of trees or shrubbery from the Greenway unless recommended by the Conservation Committee and approved by the Board of Directors.
8. Any resting places are to be native material (sawed and shaped tree trunks, native stone). Only Association-placed picnic tables are allowed on Greenways. Seating along paths or on greenways may be of construction materials consisting of recycled material, formed into standard lumber sizes and used according to manufacturer's instructions. These materials shall be considered equivalent to wood with the appearance of such materials to be similar to wood.
9. If terrain requires major modification of original landscape and plantings in the development of a path on the Greenway, the Association's established building permit rules apply. Determination of what is considered a major modification of original landscape and plantings will be made by the AGL Greenway Consultant.

- ~~10. It will be necessary for the individuals or contractors performing the work on any such paths to provide a waiver of indemnity to the Association at the time the permit is issued.~~
- ~~11. All Association members developing a path on the Greenway will be required to sign a forfeiture of any claim of ownership at the time the permit is issued.~~
- ~~12. In formulating these Guidelines, it is anticipated the members using paths on the Greenway will treat and maintain them in a responsible fashion. In the event the property owner does not maintain the path, the Association may, at its option, maintain or remove the path.~~
- ~~13. A three year inspection program will be developed and implemented by the Building/Environmental Manager.~~
- ~~14. In order to preserve the integrity and beauty of the common areas, it is necessary that permission be obtained from the Board of Directors to cut trees or remove the same from the Greenway. It will be necessary for the individuals or contractors performing the work to provide a waiver of indemnity to the Association at the time the permit is issued. Fines shall be assessed for violation.~~

Adopted November 21, 1987
Amended November 19, 2011
Reviewed November 15, 2008
Amended July 17, 2010

Amended May 19, 2007
Amended March 21, 1992
Amended June 21, 2003

Board Policy

consent

PATHWAYS: GUIDELINES AND REQUIREMENTS FOR THE DEVELOPMENT OF PATHS AND MAINTENANCE OF GREENWAY AREAS

(Re: Property Owners Access to the Lake Policy)

1. Plans for any proposed path on the Greenway must be submitted to the General Manager, the AECC and the building/Environmental Manager, the Greenway Consultant, and the Conservation Committee will review and recommend to the Board for approval. NO WORK can commence until approval is granted by the Board of Directors for a Greenway Agreement. A NO COST TO ACLPOA MUST BE INDICATED IN THE PROPOSAL if submitted by volunteers. This policy applies to work projects submitted by volunteers, Conservation Committee or ACL maintenance or management
2. Paths crossing the Greenway to water and/or boat docks must be developed by the shortest practical route.
3. There will be only one common path across the Greenway to water and/or boat docks with other lots gaining access along the upper boundary unless terrain makes this impractical.
4. Any material used in the construction of a path must be natural. NO CEMENT OR BLACKTOP will be permitted.
5. In the lay-out of a path, a serpentine route, rather than steps, is to be used if practical. Where necessary, steps will be approved.
6. Shoulders of path must be protected from erosion by use of rock or plantings, including, but not limited to, vetch, ivy, etc.
7. In the construction of a path there will be NO REMOVAL of trees or shrubbery from the Greenway unless recommended by the Conservation Committee and approved by the Board of Directors.
8. Any resting places are to be native material (sawed and shaped tree trunks, native stone). Only Association-placed picnic tables are allowed on Greenways. Seating along paths or on greenways may be of construction materials consisting of recycled material, formed into standard lumber sizes and used according to manufacturer's instructions. These materials shall be considered equivalent to wood with the appearance of such materials to be similar to wood.
9. If terrain requires major modification of original landscape and plantings in the development of a path on the Greenway, the Association's established building permit rules apply. Determination of what is considered a major modification of original landscape and plantings will be made by the ACL Greenway Consultant.

10. It will be necessary for the individuals or contractors performing the work on any such paths to provide a waiver of indemnity to the Association at the time the permit is issued.
11. All Association members developing a path on the Greenway will be required to sign a forfeiture of any claim of ownership at the time the permit is issued.
12. In formulating these Guidelines, it is anticipated the members using paths on the Greenway will treat and maintain them in a responsible fashion. In the event the property owner does not maintain the path, the Association may, at its option, maintain or remove the path.
13. A three year inspection program will be developed and implemented by the Building/Environmental Manager.
14. In order to preserve the integrity and beauty of the common areas, it is necessary that permission be obtained from the Board of Directors to cut trees or remove the same from the Greenway. It will be necessary for the individuals or contractors performing the work to provide a waiver of indemnity to the Association at the time the permit is issued. Fines shall be assessed for violation.

Adopted November 21, 1987
Amended November 19, 2011
Reviewed November 15, 2008
Amended July 17, 2010

Amended May 19, 2007
Amended March 21, 1992
Amended June 21, 2003



Memorandum

To: Board of Directors

Date: December 21, 2024

From: Dam Advisory Ad Hoc Commission

Memo: 2024-95

Topic: Phase 2 – Spillway Project

Issue: Phase 1 of the Spillway Project is concluding; however, it makes sense to proceed to Phase 2 at this time. This would result in savings of \$645,000 and eliminate the need for a drawdown of the lake and/or cofferdam. *See the accompanying documentation to understand the full scope of mathematics.*

Recommendation: To approve the additional \$22,000 needed to accelerate to Phase 2 of the Spillway Project.

2025 Capital Projects:

- \$485,000 (2025 Helm)
- + \$400,000 (2026 Removal of Rock)
- = \$885,000

2024 CMT Construction Costs for Spillway:

- \$300,000 (CMT)
- Billed to date \$62,000
 - Projected additional cost, up to \$20,000 = \$82,000 total
- Quick Math: \$300,000 - \$82,000 = *\$218,000 savings

Fischer Proposal to Accelerate to Phase 2 Now:

- \$240,000 (*originally quoted \$312,000 – but if we start now, \$240,000 – an additional savings of \$72,000*)

Quick Math: \$885,000 - \$240,000 = \$645,000 savings

To proceed with accelerating to Phase 2, we would require \$240,000 now

- \$240,000
- - *\$218,000
- = \$22,000 additional monies needed

**\$218,000 was projected to be spent in Phase 1 but was not required*

ACL Capital Projects

2025

CASH OUTFLOWS

		TOTAL	2024	2025	2026	2027	2028	
Spillway	-2024 Helm	\$ (2,000,000)	\$ (2,000,000)					
	CMT	\$ (331,400)	\$ (331,400)					
	-2025 Helm	\$ (485,200)		\$ (485,200)				
	-2026 Dam Crest	\$ (150,000)			\$ (150,000)			
	-2026 Removal of Rock	\$ (400,000)		\$ (400,000)	\$ -			
	-2026 Coffer Dam	\$ -			\$ -			Purchase Coffer and reuse for Marina
Winchester		\$ (236,000)		\$ (50,000)	\$ (186,000)			
Presidents		\$ (100,000)				\$ (100,000)		SteveM Foundation update
Koester Pond		\$ (45,000)				\$ (45,000)		SteveM Foundation update
TOTAL FUNDING NEEDS		\$ (3,747,600)	\$ (2,331,400)	\$ (935,200)	\$ (336,000)	\$ (145,000)	\$ -	

FUNDING

	CP Reserve @ 7/31/24	1,589,586						
RESERVE BALANCE	2024		1,600,000					
	2025			700,000				
	2026				700,000			
	2027					700,000		
	2028						700,000	
TOTAL			(731,400)	(235,200)	364,000	555,000	700,000	

R&R Loan - Needs/Repayment			731,400	235,200	(364,000)	(555,000)	(47,600)	
----------------------------	--	--	---------	---------	-----------	-----------	----------	--

Bank Loan

Land Sale

Dredge Sale

2% over Fed Window, currently 5.25% = 7.25%
If Sold, Revenue needs to be removed from Admin
?????

Y/E Reserve Balance

Y/E Reserve Balance							652,400	
Y/E Loan Balance			731,400	966,600	602,600	47,600		

COPY



Memorandum

To: Board of Directors

Date: July 12, 2024

From: Jon Sabo, General Manager

Memo: 2023-41

Topic: Helm – Spillway Contract: Proposal for Labyrinth Spillway & Channel Improvements, Stage 1

Issue: Bid information was sent to nine interested parties. Two bids were returned, with Helm being the only qualified bidder of the two. Helm's initial proposal was \$3,920,000. Helm cooperated with working with CMT and Jeff Rice to find ways to reduce costs by \$1,434,800. This proposal includes use of a cofferdam and an approximate 18 inch draw down. (Stage 1 does not include leveling of the dam for \$149,800, nor Channel rock excavation & removal of existing spillway for \$110,000. These Stage 2 portions of the total project will be done at a later date.) Helm's Reduced Proposal Total is \$2,485,200. Also needed is Project Management by CMT for \$300,000.

Recommendation: To approve Helm's reduced proposal for Spillway & Channel Improvements Stage 1 for **\$2,485,200**; CMT Project Management **\$300,000**. Grand total requested for approval is **\$2,785,200**.

MOTION MADE BY: *Mx / Carmel Cottrell*

VOTE RECORDED:
YEA: 8

MOTION SECONDED BY: *cc / Carmel Cottrell*

NAY: 0

PRESIDENT: *Nole Mull*

ABSTAIN: 0

Motion: Passed Failed Tabled

Additional Reasoning from the Dam Advisory Commission Chair, Jeff Rice

1. No mobilization or demobilization cost would be required.
2. No cofferdam or 9' drawdown required.
3. Ramps are already built so they do not need to remove now and then rebuild to do the project later.
4. Built up road in the lake to deposit rip rap on west shoreline is still there and can be used to deposit the material removed into the approach channel. Once this road is removed all material will need to be shipped out.
5. Excavating companies are generally slow in the winter months, making it easier to get the right operators and better pricing from the contractor.
6. It would ease membership concerns regarding a large lake drawdown in the future and the fact that the spillway would be capable of full capacity in early 2025.