

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
September 20, 2025**

APPROVED

1.0 Call to Order

Meeting **called to order** by President Nolan Mullen at 8:02 am. Brian Holt in attendance as secretary. All Directors were present.

2.0 Executive Session

Bob Ballenger **moved to proceed to executive session** made at 8:02 am. **Seconded** by Mark Kosco.

3.0 Return to Open Session

Carmel Cottrell **moved to return to open session** at 9:03 am. **Seconded** by Mark Kosco.

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, Carmel Cottrell, Crystal Erdenberger, Brian Holt, Mark Kosco, Brett Livengood, Deb McNamee, and Mike Ward. General Manager Jon Sabo was absent.

5.0 Committee/Commission Reports

Legal Commission

Carmel Cottrell reported that the commission is working on finalizing updates to the Association's governing documents.

Maintenance Commission

Carmel Cottrell reported that the commission will meet on Tuesday, September 23, to discuss options for a new dock for the Nixon Beach area.

Rules & Regulations Commission

Brian Holt reported that the commission met and mainly discussed the topic of excessive wake and boater safety. The commission would like to schedule a workshop with the Board to discuss the issue and come to a decision on how to regulate boats on the lake.

Strategic Long-Range Planning Commission

Mike Ward reported that SLRP hosted a four-hour workshop on August 23, 2025, to discuss the vision for the next 5–10 years. 335 visionary ideas were gathered across several categories, including 66 different topics and 175 short-term goals. All have been condensed

and put into a survey that will be sent to property owners and stakeholders over the next few months.

Nominating Committee

Mike Yorke reported that the booth set up at the Craft Fair and Ice Cream Social was a success, with three candidates signed up to run.

Conservation Commission

Pam Opyd reported that Conservation is working on closing out the Winchester grant. Two educational signs and several trees are still needed. Some of the testing is back regarding the fish kill, and we're awaiting some final test reports. The commission is updating the watershed goals and would like feedback on how to present this to the Board. Conservation is not well-connected with the work McCloud Aquatics is doing and would like to meet with them sooner than the scheduled meeting in December.

Dam Advisory Commission

Jeff Rice reported that Phase II is complete. Phase III is targeted to start this fall and should conclude in 2-3 weeks.

Safety and Emergency Planning

Carmel Cottrell reported that the Association is trying to partner with Jo Daviess County to purchase equipment to be able to communicate with people in the flood zone below the dam, should an emergency event occur.

Recreation Commission

Leann Killeen reported that the Craft Fair and Ice Cream Social was successful, and that they have plans to increase advertising and outreach to bring in more patrons next year.

6.0 Treasurer's Report

The Treasurer's Report is available on the website at <https://www.applecanyonlake.org/group/pages/treasurer-s-report>.

7.0 General Manager's Report

Jon Sabo was absent and gave no report.

8.0 President's Report

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

9.0 Any Additions to the Agenda

Brian Holt **moved to add** “12.9 Accepting the Resignation of the General Manager,” “12.10 Appointment of Interim General Manager,” “12.11 Starcom Radios,” and “12.12 Dam/Spillway Phase III” to the agenda. **Seconded** by Mark Kosco.

Motion carried unanimously.

10.0 Consent Agenda

Carmel Cottrell **moved to approve** the Consent Agenda, which included the following items:

- . To approve minutes from the August 16, 2025, Board meeting.
- . To amend the approved June 21, 2025, Board meeting minutes, specifically 14.0 Property Owner Comments, to state “The Board received comments from several property owners.”
- . To approve Sue Kohl to join the Campground Commission.
- . To approve the General Manager’s action on behalf of the Golf Commission Designated Fund.

Seconded by Deb McNamee.

Motion carried unanimously.

11.0 Unfinished Business

There was no unfinished business.

12.0 New Business

12.1. Greenway Stewardship Application: 8A58 Constitution Dr

Deb McNamee **moved to approve** the Greenway Stewardship Application for 8A58 Constitution Dr per the terms and recommendations agreed to in the application. **Seconded** by Brett Livengood.

Motion carried unanimously.

12.2. Greenway Stewardship Application: 1A61 Blackhawk Ln

Mark Kosco **moved to approve** the Greenway Stewardship Application for 1A61 Blackhawk Ln per the terms and recommendations agreed to in the application. **Seconded** by Brett Livengood.

Motion carried with Brian Holt abstaining.

Brian Holt disclosed a conflict of interest and did not participate in the discussion or vote.

12.3. Greenway Stewardship Application: 5A93 Manitou Ct

Deb McNamee **moved to approve** the Greenway Stewardship Application for 5A93 Manitou Ct per the terms and recommendations agreed to in the application. **Seconded** by Bob Ballenger.

Motion carried unanimously.

12.4. Greenway Stewardship Application: 11A36 Fairway Dr

Deb McNamee **moved to approve** the Greenway Stewardship Application for 11A36 Fairway Dr per the terms and recommendations agreed to in the application. **Seconded** by Carmel Cottrell.

Motion carried unanimously.

12.5. 4.1 Equal Opportunity and Wage Discrimination, 1st Reading

Discussion: recommended to send language to Association attorneys and bring back next month.

12.6. Electric Sub-Meters at the Campground

Bob Ballenger **moved to direct** the General Manager to purchase and have installed EKM metering systems in the campground at all RV sites, using 2025 available funds, and to make ready the system to submeter and bill each RV site for their electrical usage beginning in 2026. **Seconded** by Brett Livengood.

Motion carried unanimously.

12.7. Board Liaison Attendance

Brian Holt moved to appoint Mike Ward as liaison to the Conservation Commission. **Seconded** by Mark Kosco.

Motion carried unanimously.

12.8. Publication of the Proposed Budget

Mark Kosco **moved to approve** the publication of the proposed budget, including the renewal of the 2025 Fee Schedule with the following changes:

- Annual Assessment raised to \$1,396,
- OARF reduced to \$110,
- Trash fee raised to \$145,
- Seasonal campsite raised to \$975,
- Golf cart / ATV / UTV inside storage raised to \$200,

- Outside storage raised to \$50,
- Kayak locker rental raised to \$75,
- Non-motorized boat registration raised to \$15,
- Snowmobile registration lowered to \$15,
- ATV / UTV registration lowered to \$15,
- Vacation rental registration raised to \$1,000,
- Swimming lessons raised to \$25 and private to \$30,
- Additional annual amenity tag raised to \$25,
- Disposal fees for Electronic, Large Items, and Mattresses raised to \$40,
- Pool party raised to \$175 (Monday–Thursday) and \$200 (Friday–Sunday),
- Property Owner Campground raised to \$20 (Monday–Thursday) and \$25 (weekend/holiday),
- Guest Campground raised to \$40 (Monday–Thursday) and \$50 (weekend/holiday),
- Weekly campground raised to \$125 (Property Owner) and \$250 (guest),
- Pontoon rentals for Property Owners raised to \$150/half-day and \$225/day (Monday–Thursday),
- Pontoon rentals for guests raised to \$225/half-day and \$350/day (Monday–Thursday),
- Pontoon rentals for weekends and holidays raised to \$300/half-day and \$400/day,
- Clubhouse rentals for Business Meetings (Monday–Thursday, 1–100) to \$125, for Parties/Open Houses (Sunday–Thursday, 1–75) to \$125, and Friday–Saturday (1–75) to \$150.

New fees to be added:

- Marine Gas & Oil HAZMAT to be set at \$500,
- Campground electrical usage as a monthly billable fee plus \$5 as evidenced by submetering of electric usage

The Junior annual golf pass age limit to be raised from 16 to 18 years old.

The 2026 Operating Budget with total revenues of \$6,238,857 and Operating Expenses of \$4,929,927, with transfers to R&R of \$608,617 and Capital of \$700,000.

R&R Budget expenditures of \$874,648.

Reclass previously approved expenditures of \$34,984.57 and \$8,500 to R&R Reserves due to the decision not to purchase a second trash compactor and fish finding sonar, respectively.

Seconded by Bob Ballenger.

Crystal Erdenberger **moved to amend** the motion to include an additional \$12,500 transfer to Capital (totaling \$712,500), and to additionally limit the Junior annual golf pass to students. **Seconded** by Deb McNamee.

Motion to amend carried unanimously.

Motion to approve the publishing of the budget carried unanimously.

12.9. Accepting the Resignation of the General Manager

Bob Ballenger **moved to accept the resignation** of General Manager Jon Sabo. **Seconded** by Carmel Cottrell.

Motion carried unanimously.

12.10. Appointment of Interim General Manager

Bob Ballenger **moved to appoint** Mike Harris as Interim General Manager. **Seconded** by Mark Kosco.

Motion carried unanimously.

12.11. Starcom Radios

Crystal Erdenberger **moved to approve the expenditure** of \$8,032.73 to finalize the purchase of Starcom satellite radios. **Seconded** by Deb McNamee.

Motion carried unanimously.

12.12. Dam/Spillway Phase III

Crystal Erdenberger **moved to approve** Phase III of the dam/spillway project. **Seconded** by Carmel Cottrell.

Motion carried unanimously.

13.0 Property Owner Comments

The Board received comments from several property owners.

14.0 Adjourn

Bob Ballenger **moved to adjourn. Seconded** by Carmel Cottrell.

Motion carried unanimously.