

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
October 18, 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, with Brett Livengood participating via Zoom. Interim General Manager Mike Harris was also present.

2.0 Executive Session

Bob Ballenger **moved to proceed to executive session** at 8:02 am. **Seconded** by Deb McNamee.

3.0 Return to Open Session

Bob Ballenger **moved to return to open session** at 9:10 am. **Seconded** by Carmel Cottrell.

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 (via Zoom), Deb McNamee, and Mike Ward. Interim General Manager Mike Harris was also present.

5.0 Committee/Commission Reports

Trails Commission

Crystal Erdenberger reported that the new trees planted along the trails near Blue Gray Drive look great. Further updates will be in *The Apple Core*.

Employee Handbook

Crystal Erdenberger reported that the commission is updating policy language to comport with the Equal Pay Act. The commission was working with the previous GM to update the organization chart; this work will resume after the holidays.

Conservation Commission

Mike Ward reported greenway stewardship applications are up to date. Herman Brothers are shocking the lake on October 22. Meeting with McCloud on November 8 to review zebra mussel and other treatment results. Previous GM was preparing sediment samples to be tested; Conservation would like that work to continue at a cost of around \$8500. Looking at options to reduce phosphorus levels. Letters are being sent to area landscaping companies

reminding them that any lawn treatments containing phosphorus are strictly forbidden. 22 bluebird nests were adopted around ACL with 95 fledglings: very exciting!

Strategic Long-Range Planning Commission

Mike Ward reported SLRP has validated vision statements and long-range statements compiled from workshop. Survey going out to all property owners to gather wider inputs via the *Apple Seed* and QR codes posted around ACL facilities.

Legal Commission

Carmel Cottrell reported that the Legal Commission is regularly meeting to update the governing documents and hopes to share that work with the Board in the next few months.

Maintenance Commission

Carmel Cottrell reported that Maintenance is looking at new dock products for the main pier at Nixon Beach.

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 Interim General Manager's Report

Mike Harris reported that phase III of the spillway project has started. Heavy equipment is staged to start adding clay to level the dam. Trails in the area will be closed while work is underway. We expect to receive the remaining reimbursement for the Winchester Bay grant. The sand trap on hole 8 has been repaired. The Cove is temporarily closed while the Association looks for a new operator. A search for a new General Manager is underway.

8.0 President's Report

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

9.0 Any Additions to the Agenda

10.0 Consent Agenda

Mark Kosco **moved to approve** the Consent Agenda, which included the following items:

- . Approve minutes from the September 20, 2025, Board meeting.
- . To approve Steve Borst to join the Recreation Commission.

Seconded by Carmel Cottrell

Motion carried unanimously.

11.0 Unfinished Business

12.0 New Business

12.1. Property Owner Fitzjerrells Citation Appeal

Property owner did not appear. No action was taken.

12.2. Property Owner Paisley Citation Appeal

Discussed at the end of the meeting.

12.3. Greenway Stewardship Application: 12A276/12A277 Lincoln Ct and 12A307/12A308 Nixon Ln

Crystal Erdenberger **moved to approve** the Greenway Stewardship Application for 12A276/12A277 Lincoln Ct and 12A307/12A308 Nixon Ln per the terms and recommendations agreed to in the application. **Seconded** by Mark Kosco.

Motion carried unanimously.

12.4. Greenway Stewardship Application: 14A109/14A110 Deer Run

Crystal Erdenberger **moved to approve** the Greenway Stewardship Application for 14A109/14A110 Deer Run per the terms and recommendations agreed to in the application. **Seconded** by Mark Kosco.

Motion carried unanimously.

12.5. 2026 Proposed Calendar

Deb McNamee **moved to approve** the 2026 ACL wall calendar. **Seconded** by Carmel Cottrell.

Motion carried unanimously.

12.6. Marine Services Lease

Mark Kosco **moved to extend** the current lease with K&S Marine through June 30, 2026, with the option, if necessary, for additional month-to-month extensions not to exceed August 31, 2026, per the terms of the First Addendum to Marina Service Center Lease between Apple Canyon Lake Property Owners' Association and K&S Marine, Inc. **Seconded** by Bob Ballenger.

Motion carried 7-1.

12.7. Approve the Separation Agreement between ACLPOA and Jon Sabo

Deb McNamee **moved to approve the separation agreement** between ACLPOL and Jon Sabo. **Seconded** by Bob Ballenger.

Motion carried unanimously.

12.8. Designated Signers for ACLPOA Accounts

Deb McNamee **moved to designate** the following signers for the ACLPOL accounts at Apple River State Bank: Interim General Manager Michael Harris, President Nolan Mullen, Vice President Mark Kosco, Corporate Secretary Brian Holt, Treasurer Crystal Erdenberger, Bob Ballenger, Carmel Cottrell, Brett Livengood, Deb McNamee, and Mike Ward for Deposit Accounts, including Certificates of Deposits (CDs). Also, to designate the General Manager to appoint signers for the safety deposit box, credit cards, and internal banking access. **Seconded** by Bob Ballenger.

Motion carried unanimously.

13.0 Property Owner Comments

The Board received comments from several property owners.

13.1. 12.2. Property Owner Paisley Citation Appeal

Mark Kosco **moved to proceed to executive session** at 10:15 am. **Seconded** by Crystal Erdenberger.

Motion carried unanimously.

Carmel Cottrell **moved to return to open session** at 11:29 am. **Seconded** by Crystal Erdenberger.

Motion carried unanimously.

Mark Kosco **moved to uphold** citations 0265 and 0274, and to dismiss citations 0263, 0266, 0267, 0268, 0269, 0270, 0271, 0272, 0273, 0275, and 0430. **Seconded** by Deb McNamee.

Motion carried unanimously.

14.0 Adjourn

Bob Ballenger **moved to adjourn** at 11:34. **Seconded** by Deb McNamee.

Motion carried unanimously.