

**APPLE CANYON LAKE PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 19, 2013
9:00 A.M. - ACL CLUBHOUSE**

AGENDA NARRATIVE

CATEGORY: NEW BUSINESS-COMMITTEES
AGENDA ITEM: 11.1
SUBJECT: COMMITTEE CHANGES VIA MOTION OF CONSENT

- A. To accept the resignation of:
 - 1. Doug Vandigo from the Long Range Planning Committee

- B. To appoint:
 - 1. Joe Wiener to the AECC Committee

RECOMMENDED MOTION: APPROVE THE COMMITTEE CHANGES AS LISTED ABOVE.

CATEGORY: NEW BUSINESS-R&R
AGENDA ITEM: 11.2
SUBJECT: GREENWAY RESTORATION

The 2013 R&R Budget has \$25,000 approved for the restoration of Greenway. A map and costs for a plan to restore green space prairie in the marina bay at a cost of \$1,720 are attached. Mike Malon, Resource Conservationist, Jo Daviess County Soil and Water Conservation District, originated this plan which is a .5 acre area and the work will be completed by our Maintenance crew.

RECOMMENDED MOTION: APPROVE THE MARINA GREEN SPACE RESTORATION PLAN AT A COST NOT TO EXCEED \$1,720 FOR SUPPLIES.

CATEGORY: NEW BUSINESS-RESOLUTION
AGENDA ITEM: 11.3
SUBJECT: EMPLOYEE HANDBOOK

Several changes to the Employee Handbook are recommended by Management and attached.

RECOMMENDED MOTION: APPROVE THE RECOMMENDED CHANGES TO THE 2013 EMPLOYEE HANDBOOK.

CATEGORY: NEW BUSINESS-RESOLUTION
AGENDA ITEM: 11.4
SUBJECT: RESCIND LOT COMBINATION

Per the rules of combining lots at ACLPOA, they cannot be rescinded or separated without the approval of the Board of Directors. The Board of Directors works closely with the County Assessor's office to determine the adverse effect of rescinding the lot combination agreement. It is critically important that property owners carefully consider all aspects of combining lots since it may be that separating lots in the future will not be possible. In this particular case, the County and the Board must agree to rescind the lot combination.

RECOMMENDED MOTION: RESCIND THE LOT COMBINATION FOR LOTS 42 AND 43 IN APACHE UNIT.

CATEGORY: NEW BUSINESS-RESOLUTION
AGENDA ITEM: 11.5
SUBJECT: RESTRICTED LOTS

Property Owners may apply to have their lot Restricted based on the following:
Amended and Restated Covenants, Article VI, Section 12.

Restricted Lots. The Owner of any Lot upon which no Structure has been erected may enter into an agreement with the Association wherein the Owner agrees that said Lot shall remain forever-vacant open space upon which no Structure of any kind shall be erected, except one requested by the Association and agreed upon by the Owner and the Board. All agreements creating a Restricted Lot shall be in substance and form acceptable to the Board and suitable for recording, and when agreed to by the Association shall be recorded with the Recorder of Deeds of Jo Daviess County, Illinois. Restricted Lots subject to such an agreement shall beginning in the year following the recording of such agreement be liable for only sixty per cent (60%) of any future annual assessments. Restricted Lots shall continue to remain liable for any Special Assessments approved pursuant to Section 4 hereof. The Owner of a Restricted Lot shall have all of the rights and privileges of any other Owner, except as modified by such agreement, and shall continue to remain responsible for the maintenance of such Restricted Lot as is the owner of any other vacant Lot.

Brian Hartlep, ACL Building Inspector, verified there were no structures on the lots. The lots were also cross-checked with the County to make sure there was no septic system on the lot.

At this time, the following property owners are requesting the Board approve their request to have their lot Restricted. Once Board approved, the property owner will be given the legal document prepared by ACLPOA Legal Counsel to take to the JDC Recorder's Office to have their deed changed and recorded.

RECOMMENDED MOTION: COMPLETE THE RESTRICTION PROCESS FOR LOTS 13-082 AND 06-061. ALL LOTS WERE RECORDED PRIOR TO THE END OF 2012.

CATEGORY: NEW BUSINESS-RESOLUTION
AGENDA ITEM: 11.6
SUBJECT: CHANGE ACLPOA RESTRICTED LOT PROCEDURES

Below are the procedures for the Restricted Lot Procedures. We would like to change the due date for completing the annual application from December 31 to December 1 to allow time to view the lot, obtain the notarized signatures, and record the deed.

ACLPOA Restricted Lot Procedures

1. Complete the Request to Restrict Lot Application which is available at the Association Office and on the website www.applecanyonlake.org. Application must be returned to the Association Office.
2. Building Inspector will inspect the lot and check for septic fields or any other structures on the lot. Once lot is found unimproved, Building Inspector will sign off on Request to Restrict Lot Application and return to Association Office.
3. Request to Restrict Lot will be placed on next Board of Directors Agenda for approval.
4. Once approved, Property Owner will be provided with a recordable legal document called the Restrictive Covenant. All legal owners will sign the document, which must be notarized at the time of signing. ACL has a Notary on staff so you may sign and have it notarized at the Association Office, **provided you make an appointment in advance.**
5. Once the document is signed and notarized by the property owner, the property owner will return it to the ACL office.
6. ACL management will sign and have the document notarized and return it to the property owner by traceable mail if the document is not notarized in person at the ACL office.
7. The property Owner will then be responsible for recording the Restrictive Covenant with the Jo Daviess County Recorder's Office. Once the document is recorded, the Jo Daviess County Recorder will forward the document to the Association's attorney and a copy will be sent to the Association Office for our records.
8. Dues will be adjusted for the year following the recording of the Restrictive Covenant.
9. Once recorded, the lot will remain Restricted for perpetuity. No further action will be required by the Property Owner.

REMEMBER: YOU MUST HAVE ALL OF THE ABOVE STEPS COMPLETED NO LATER THAN ~~DECEMBER 31~~ DECEMBER 1 TO RECEIVE THE REDUCTION IN ASSESSMENT FOR THE FOLLOWING YEAR.

RECOMMENDED MOTION: APPROVE THE CHANGE IN THE DATE OF COMPLETION FROM DECEMBER 31 TO DECEMBER 1 FOR THE RESTRICTED LOT PROCEDURES.

CATEGORY: NEW BUSINESS-RULES & REGULATIONS
AGENDA ITEM: 11.7
SUBJECT: DEER MANAGEMENT REGISTRATION FEE

The Deer Management Committee has approved an increase in the registration fee from \$100 to \$125 starting with the 2013 program. Funds will be used to support purchases for the program such as the archery children's program, deer counts, insurance, and equipment.

RECOMMENDED MOTION: APPROVE THE INCREASE IN THE ANNUAL DEER MANAGEMENT REGISTRATION HUNTING FEE FROM \$100 TO \$125.

CATEGORY: NEW BUSINESS-RULES AND REGULATIONS
AGENDA ITEM: 11.8
SUBJECT: DEER MANAGEMENT COMMITTEE RULES CHANGES

The Deer Management Committee recommended the Rules and Regulations Committee review the changes to the existing rules. After such review, the Rules and Regulations Committee is recommending the Board approve the changes on Exhibit A, pages 1-4 which are attached. Changes exist in section Deer Management Program Rules & Regulations, 1, 3, 4, 6, 13, 14, 22, 24, 25, 26, and in Deer Reduction Archery Program Parameters/General Information Paragraphs 1, 2, 3, and 5.

RECOMMENDED MOTION: TO APPROVE THE CHANGES TO THE DEER MANAGEMENT RULES AND REGULATIONS AS STATED ABOVE.