



Memorandum

To: ACL Board

Date: February 6, 2017

From: Megan Shamp

Memo #: 2017-4

Topic: February committee changes

Recommendation: To appoint Vickie Sershon as Vice Chair of the Rules and Regulations Committee; Pat Reese as Chair of the Tellers Committee; and Bill Ware as Chair, Mike Cammack as Vice Chair, and Steve Tribbey as Secretary of the Clubhouse Area Master Planning (CAMP) Committee.

Plan on a Page: High Performing Operations and Management - LRG – Build capacity in volunteerism, board membership, committee work, and association activities by December, 2018.



Memorandum

To: Board of Directors

Date: February 9, 2017

From: Shaun Nordlie

Memo: 2017-7

Topic: ACL Legal Counsel

Issue: In November 2016, the group of Jody Ware, Gary Hannon, Barb Hendren and Joe Forman along with Shaun Nordlie, started a process to evaluate the Association's Legal Counsel. Current legal counsel has been with the Association for over twenty years. This evaluation continues the process that was started in 2016 to review all professional services for the Association. Fourteen RFP's were sent to firms that had experience in Association Law. ACL received ten proposals; the group determined that four of those firms would be interviewed. After interviewing the firms, references were checked for all candidates and follow-up questions asked and answered. All the firms interviewed offer excellent experience in Association Law pertaining to the Common Interest Community Association Act (CICAA), keeping up-to-date on changes to Association law, and the lien/foreclosure process.

Recommendation: To approve _____ as the new legal counsel for Apple Canyon Lake Property Owners Association.

***Plan on a Page: High Performing Operations and Management –
To operate at full efficiency and effectiveness for the benefit of the
Association.***



Memorandum

To: Board of Directors

Date: February 6, 2017

From: Megan Shamp

Memo: 2017-5

Topic: Request to Restrict Lot

Issue: The office has received a Request to Restrict Lot from 09-113. The lot has been inspected by the Building Department and found to have a small garden with a temporary fence around the perimeter.

Recommendation: TBD

Plan on a Page: High Performing Operations and Management – Long Range Goals and Measures – Fund and manage the operational budget with fiscal responsibility.
High Performing Operations and Management - 1YAP – Provide on-going training of Board of Directors and staff on governing documents for consistency in decision-making.



Memorandum

To: Board of Directors

Date: January 23, 2017

From: Rick Paulson

Memo: 2017-6

Topic: Compactor Replacement

Issue: Based on preliminary bids during the budget process, we budgeted \$28,000 for the replacement of the compactor. After much research, I found three compactors ranging in price from \$25,853 plus tax to \$30,852 plus tax. I am recommending the purchase of the medium-priced compactor in the amount of \$27,830.00 plus tax from Elliot Equipment Company in Davenport, Iowa. With sales tax, this compactor exceeds the budgeted amount by **\$1,569.00**. I am recommending Elliot Equipment for a number of reasons. This is the only company that sent a sales representative to ACL for a site and equipment evaluation. In addition, in the event we need assistance or service, the sales and service departments are located in Davenport. When comparing equipment between Elliot Equipment and CRAM-A-LOT, the Elliot compactor has a greater ram force, larger pump, and greater cylinder stroke.

Below are the three quotes:

Quote #1

Cram-a-lot
Springdale, Arizona
Gals per min = 10.5
Operating Pressure 2000-2400
Weight 4000#
Ram Force 47,000-51,000
10HP
\$25,853.00 plus tax

Concerns with this one is serviceability. No dealers outside of Arizona, website indicates they have service companies within 50 miles but none are listed. Price is within budgeted amount. Compactor was quoted via email and pictures. Equipment does not compare to Elliot.

(continued)

Quote #2

Elliot Equipment

Davenport, IA

Gals per min = 13

Operating Pressure 1700-2000

Weight 4000#

Ram Force 48,000-56,000

10HP

\$27,830.00 plus tax \$1739.38 = \$29,569.38

Office and service is located in Davenport. Salesman came out, measured, and evaluated our equipment. This machine has more ram force. Price will be over the \$28,000.00 budgeted amount by \$1700.00. I like the close proximity of the company and the service provided by the salesman. This compactor has a greater ram force, larger pump and greater cylinder stroke.

Quote #3

MSC Midwest

Warrenville, IL

Gals per min = 13

Operating Pressure 2100-2400

Weight 5150#

Ram Force 46,000-55,000

10 HP

\$30,852 plus tax

Provides service and support. Price will be over budget. Bid was via email and pictures.

Recommendation: I am asking that the Board approve additional R & R funds for the purchase of the Elliot Equipment compactor and container. We are looking at a five-week lead time on construction, delivery and installation. We need to get it installed by April before the busy summer season.

Plan on a Page: Improvement of Infrastructure – To develop, maintain, and improve the existing infrastructure.

12.4

ACLPOA DOCUMENT REVISIONS

COVER PAGE

TITLE: Personal and Commercial Signs

TRACKING NUMBER: R-16-17

DATE: November 29, 2015

REQUESTED CHANGE:

Rules and Regulations, Section XVI, (B) Commercial Signage, Personal and Commercial Signs, pages 20 and 21.

RESOLUTION:

The Rules and Regulations Committee recommends approval of the attached request.

APPROVAL:

APPROVED: _____

ACLPOA GOVERNING DOCUMENTS

REQUEST FOR REVISION

TITLE: Personal and Commercial Signs

TRACKING NUMBER: R-16-17

DATE: November 29, 2016

1. AFFECTED DOCUMENT:

Rules and Regulations, Section XVI (B) Commercial Signage, Personal and Commercial Signs, pages 20 and 21

2. DESIRED CHANGE:

Change "For Sale, #1 to read: 'Allow all lots 2 (two) signs.'"

Delete: "Exceptions:

- a. Lakefront lots shall be allowed a second sign on the lake side, which must be placed 100' from the lake.
- b. Lots bordering the golf course shall be allowed a second sign which must be placed within the improved property owner lot line with respect to the Building Code setbacks.

3. REQUESTED BY: Richard Hedges

(Please print name)

CONTACT PHONE NUMBER: 815-494-2957

CONTACT E-MAIL ADDRESS: aclhedges@yahoo.com



Memorandum

To: Board of Directors

Date: February 6, 2017

From: Deer Management Committee

Memo: 2017-8

Topic: Designated Funds purchase – arrow repair materials

Issue: To seek approval from the ACL Board of Directors to grant the ACL Deer Management Committee funds for the purchase of arrow materials such as: arrow vanes (feathers), inserts, target points, and nocks, in an amount not to exceed \$250, to be paid from the Deer Management Committee's Designated Fund. Presently, the committee has over 120 arrows that were donated by the Boy Scouts and others for the Youth Archery Event held annually at the quarry. The majority of the arrows have damaged vanes, as well as broken points, and nocks. The average repair cost for replacing all components is \$2.50 per arrow. The average purchase cost for youth target arrows is \$3.20 per arrow (Walmart). These arrows are also too long for the majority of our young shooters. John Sershon has the proper equipment to resize and repair the arrows so they can accommodate different age groups. This will save us money, and we will also have whatever material is left over to repair future damaged arrows. As we do not have enough arrows in safe condition to use for this year's event, we need to either purchase new arrows, or repair the ones we have. Most of the shafts on the arrows we have are in good condition and are of higher quality than what we would buy.

Recommendation: To approve the Deer Management Committee's request to purchase arrow repair materials such as arrow vanes (feathers), inserts, target points, and nocks, at a cost not to exceed \$250.00, to be paid from the Deer Management Committee's Designated Fund.



Memorandum

To: Board of Directors

Date: February 6, 2017

From: Shaun Nordlie

Memo: 2017-9

Topic: Pro Shop Food and Beverage Study Ad Hoc Committee Charge

Issue: The Pro Shop Food and Beverage Study Ad Hoc Committee was formed at the February 2016 Board of Directors meeting with the following charge:

It will be the responsibility of the committee to undertake a three-phase evaluation of current Pro Shop operations:

- Phase I: Analyze current operations with a view toward fiscal responsibility.
- Phase II: Determine if the current concept is most favorable to property owners.
- Phase III: Combine Phase I and II with recommendations to the Board of Directors on concept, pricing and operational costs.

The committee has evaluated the Food and Beverage operations of the Pro Shop and made suggestions on changes to the operations regarding food and beverage. The Strategic/Long Range Planning Committee has included a study to investigate cost analysis of kitchen capacity expansion at the Pro Shop in their One Year Action Plan for 2017.

The Pro Shop Food and Beverage Study Ad Hoc Committee should be the committee that is looking at this project, since they are already familiar with the Pro Shop operation, the menu, and the capabilities of the current Pro Shop kitchen.

The new charge for the Pro Shop Food and Beverage Ad Hoc Committee shall be: To evaluate options for the Pro Shop for expansion or a change to the kitchen, in order to maximize efficiency and control costs for the Pro Shop operation.

Recommendation: To approve the change of the charge of the Pro Shop Food and Beverage Study Ad Hoc Committee.