



# Memorandum

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**To:** ACL Board

**Date:** June 6, 2018

**From:** Megan Shamp

**Memo #:** 2018-33

**Topic:** June committee changes

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**Recommendation:** To appoint Sandra Malahy to the Legal Committee and Paul Logan to the Trails Committee; to appoint Joe Wiener as Chair, Bill Ware as Vice Chair, and Cindy Zophy as Secretary of the AECC; and to accept the resignation of Chuck Larsen from the Campground Committee, Deb VanDerLeest from the Recreation Committee, Amanda Freidag from the Rules and Regulations Committee, Duane Suits from the Budget Committee, and Rich Krasula from the Conservation and Budget committees.

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



# Memorandum

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**To:** ACL Board

**Date:** June 6, 2018

**From:** Architectural & Environmental Control Committee

**Memo #:** 2018-35

**Topic:** ACL Building & Environmental Code: Violations & Fines

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**Issue & Analysis:** The AECC has recommended revisions to the ACL Building & Environmental Code. The AECC believes that a new fine structure is very necessary. The \$50.00 fine is not a large enough penalty to prevent homeowners and their contractors from working without a permit, or working outside of the approved plan and encroaching within the 100-foot lakefront setback without an approved variation. Rick Paulson has recommended the attached changes to Section 106 of the Building and Environmental Code Violations: Procedure, Appeals and Fines section.

The Committee reviewed the memo submitted by the Board of Directors after their April 21, 2018 meeting, and have incorporated the Board's concerns into their recommendation.

**Recommendation:** To approve the amended ACL Building & Environmental Code Violations & Fines as recommended by the AECC at their June 2, 2018 meeting.

<p><i>Plan on a Page: High Performing Operations and Management – Long Range Goals and Measures – Update and align all governing documents by June, 2018.</i></p>
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# Memorandum

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**To:** ACL Board

**Date:** June 7, 2018

**From:** Jody Ware

**Memo #:** 2018-38

**Topic:** Approval of the 2019 Plan on a Page

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**Issue & Analysis:** The Strategic Planning Committee was created by the Board of Directors in 2016. The present charge of the committee is to formulate, monitor, make recommendations to the Board of Directors for additions and deletions in the existing Strategic/Long Range Plan.

The Strategic/Long Range Planning Committee has revised their Plan on a Page for 2019 and is seeking approval in order to be in alignment with the 2019 budget planning process.

Changes proposed in the 2019 Plan on a Page are identified in bold.

The committee will continue to communicate the progress of the plan in the Apple Core. The "dashboard" keeps the membership informed on the progress of the one-year action items.

**Recommendation:** To approve the 2019 Plan on a Page as presented by the Strategic/Long Range Planning Committee.

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



# Memorandum

To: ACL Board

Date: June 6, 2018

From: Architectural & Environmental Control Committee

Memo #: 2018-36

Topic: ACL Building & Environmental Code: Exterior Maintenance – 1<sup>st</sup> Reading

**Issue & Analysis:** The AECC is recommending an amendment to the ACL Building & Environmental Code section 120 Exterior Maintenance. The 2006 International Property Maintenance Code was selected because the AECC is very familiar with this version of the code and it gives them a means to deal with homeowner complaints.

The Code currently reads:

**120 Exterior Maintenance (EM100)**

National Property Maintenance Code (1993) - Chapter 3

The proposed language recommended by the AECC is as follows:

**120 Exterior Maintenance (EM100)**

2006 International Property Maintenance Code, with the following amendments:

**302.4 Weeds** - All lots, premises and exterior property containing a single-family residence or building shall be maintained free from weeds or plant growth in excess of 8 inches. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include approved prairie plantings, cultivated flowers and gardens.

**302.8 Motor Vehicles** - Except as provided for in other regulations, no inoperative, unlicensed, or unregistered motor vehicle, boat, trailer, RV, UTV, ATV, golf cart or similar vehicle or equipment shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a stage of being stripped or dismantled.

**Section 111 Means of Appeal** - This section shall be deleted in its entirety.

**Recommendation:** For discussion only – no motion required.

*Plan on a Page: High Performing Operations and Management – Long Range Goals and Measures – Update and align all governing documents by June, 2018.*



# Memorandum

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**To:** ACL Board

**Date:** June 6, 2018

**From:** Cindy Carton, Recreation Committee

**Memo #:** 2018-37

**Topic:** Recreation Committee Designated Funds purchase – \$500

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**Issue & Analysis:** The Recreation Committee hosted its first annual Haunted Trail last October. We expect this event to grow into an annual family favorite. Many decorations and supplies were donated, and some purchased. The Committee has viewed items for sale from the former Lena Haunted Barn and is interested in purchasing these items for \$500. The items will be used annually, with some items used for other events as well.

**Recommendation:** To approve the Recreation Committee's purchase of Halloween items from the Lena Jaycee's Haunted Barn for \$500.

*Plan on a Page: Amenities and Services – To study, develop, implement, and maintain existing and new amenities.*



# Memorandum

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**To:** ACL Board

**Date:** June 6, 2018

**From:** Deer Management Committee

**Memo #:** 2018-34

**Topic:** Designated Funds usage – secretary

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**Issue & Analysis:** In prior years, the Board of Directors approved a payment to John Sershon, secretary of the Deer Management Committee, as reimbursement for some of the expenses such as paper, ink, creation and management of deer harvest log, gas, etc. incurred during his work. In addition to submitting committee minutes, John also provides the office with details on which hunters have qualified and attended orientation, and he creates a log of deer harvested throughout the season. The Deer Management Committee has submitted a motion to reimburse John Sershon for the same expenses in 2018, to be paid from their Designated Fund.

The current balance in the Deer Management Committee's Designated Fund prior to this expenditure is -\$21.29. We will soon be processing applications for the 2018-2019 Deer Management Program, which will replenish the Designated Fund at a rate of \$25 per hunter. These applications are due July 31.

**Recommendation:** To approve the expenditure of \$250 from the Deer Management Committee's Designated Fund to reimburse John Sershon for monies expended for secretarial duties.