

**Apple Canyon Lake Property Owners Association  
Board of Directors Meeting Minutes  
July 21, 2018**

**APPROVED**

**2.0 Call to Order** - President Jody Ware called the regular meeting of the Apple Canyon Lake Property Owners Association to order at 9:00 a.m. on Saturday, July 21, 2018.

**3.0 Pledge of Allegiance** – After the Pledge of Allegiance, a quorum was present with the following directors in attendance: Jody Ware, Steve Tribbey, Bob Ballenger, Gordon Williams, John Diehl (via phone), Barb Hendren, Mike Harris, and Gary Hannon. Jon Sonntag was absent. Shaun Nordlie was also in attendance.

**4.0 Approve/Adopt June 16, 2018 Minutes** - Gary Hannon motioned “to approve the June 16, 2018 minutes.” Seconded by Gordon Williams. Corrections from Steve Tribbey on CAMP Financing and Marketing Committee report should read we are still waiting on soil borings. Corrections from Gary Hannon on AECC Committee report - buffer zone is listed twice (last sentence); Trail Committee report, first sentence should read from various subdivisions to the trail system. Motion carried unanimously with edits.

**5.0 Treasurer’s Report** – Gary Hannon reported that the Treasurer’s Report will be posted in *The Apple Core*.

**6.0 Committee Reports**

**AECC** – Steve Tribbey reported they had a meeting on July 7 approving work at 13A4 Mustang and 2A37 Hidden Springs screen room addition. Preliminary discussion on a house being built at 13A174 & 173 required a variance for the height of the roof – will be in contact with their neighbor.

**Budget** – Gary Hannon reported they are finishing up the operating department budgets and moving on to looking at the R&R budget. The next meeting is scheduled for August 13 at 9:00 a.m.

**CAMP Financing and Marketing** – Steve Tribbey reported they met on June 14, and the June 19 meeting was postponed until August 9.

**CAMP Architecture and Design** – Steve Tribbey reported they met on July 6 and we are still waiting for the soil boring results. Next meeting will be on August 3. They met with Tom Golden on the septic system and Chad Alexander from LAMP Incorporated talked to the committee about the difference between a construction manager and a general contractor.

**Campground** – Gordon Williams reported the committee met on June 23. They discussed the Pancake Breakfast – we served less people but still was profitable. Also approved to move designated funds of \$10,000 toward building a pavilion, which would have to be approved by the Board. Looking at having a campground directory. Also talked about lines being painted on the basketball court for pickle ball. Next meeting is July 28.

**Conservation** – Gary Hannon reported they met on July 7. Discussed the stream bank stabilization; they updated the greenway stewardship program and continue to evaluate lots that are on the program (currently about 12 greenway stewardship applications). Next meeting will be August 4 at 9:00 a.m.

**Deer Management** – Jack Finley reported they had a discussion about alternate qualification and orientation dates.

**Golf** – John Diehl reminded everyone about the Big Cup Tournament on August 18.

**Lake Monitoring** – Steve Tribbey reported that on July 10 they were on the lake. Water clarity was at 60” and temperature was 80 degrees. Dissolved oxygen was at 9-10 feet. Dead fish were found below the dam – no game fish, mainly suckers. Couldn’t identify a cause.

**Legal** – Jody Ware reported they met two weeks ago to review the proposed changes prepared by outside counsel. Next meeting is July 29.

**Nominating** – Barb Hendren reported there was no meeting.

**Recreation** – Mary Hannon reported that the next big event is the TT5K Color Run along with the Chris Cakes Pancakes Breakfast and Ten Gallon Hat that night. Next event is a new one – Venetian Night at Nixon Beach.

**Rules and Regs** – Mike Harris reported there was no meeting.

**Safety and Emergency Planning** – Jody Ware reported there was no meeting.

**Strategic/Long Range Planning** – Jody Ware reported that they have had an active week between the attorney and Shaun gathering more information for our IRS status for creating an ACL Foundation.

**Trails** – Gary Hannon reported that the trail ride with Lake Carroll was cancelled due to weather. Next meeting will be July 28 at 1:00 p.m.

**7.0 General Manager’s Report** – Shaun Nordlie reported there will be fiber from President to Pioneer, we have the required amount of people for fiber to be put in. Hoping for spring installation. Still waiting on grant and if we get the grant they will do the whole west side. He encouraged anyone in a different section to express interest in obtaining fiber. North Bay project floodplain will finish up this past week. Swim for a Cure today at the pool.

**8.0 President’s Report** – Jody Ware complimented all the volunteers. We had 17 reports of meetings. ACL is a recreational community and you heard a lot of activity and a lot of new things that people will add such as Canoe Battleship – we are trying to plan more activities for the kids. Science Camp today at the beach and during the last couple of weeks there have been many compliments about our fireworks this year.

### **9.0 Property Owner Comments**

Deb Laethem, 10-116 – expressed concerns about a neighboring property with nine vehicles around the home, 28’ camper in the driveway, old rusty tow truck – all very unsightly.

Henry Doden, 13-129 – asked about boat trailers without licenses and had concerns about the waterfall at North Bay and Koester’s Pond.

Jack Finley, 8-194 – read an article in the Des Moines Register writing about different counties in Iowa with increased population and the reasons why. It summarized by saying where there is progress in the county there is enthusiasm and people tend to gravitate to enthusiasm. The CAMP program creates progress and enthusiasm. He appreciates what the Board is doing.

### **10.0 Consent Agenda**

**10.1 Committee Changes and 10.2 Board Liaisons to Committees** – Bob Ballenger motioned “to approve the Consent Agenda items: Committee Changes (to appoint Jack Finley as Chair, Jon Sonntag as Vice Chair, and Kim Rees as Secretary of the Deer Management Committee; and to accept the resignation of Rich Krasula from the AECC and Marsha Knuckey from the Golf Committee) and Board Liaisons to Committees (to appoint the following Board Liaisons to Committees: Bob Ballenger, Steve Tribbey, John Diehl, Gordon Williams, Barb Hendren, and Mike Harris to the AECC; Gary Hannon to

the Budget Committee; Barb Hendren to the CAMP Financing & Marketing Ad Hoc Committee; Steve Tribbey to the CAMP Architecture & Design Ad Hoc Committee; Gordy Williams to the Campground Committee; Gary Hannon to the Conservation Committee; Jon Sonntag to the Deer Management Committee; Jody Ware to the Editorial Review Board; John Diehl to the Golf Committee; Mike Harris to the Governing Documents Alignment Ad Hoc Committee; Gary Hannon to the Lake Monitoring Committee; Jody Ware to the Legal Committee; Barb Hendren to the Nominating Committee; Jon Sonntag to the Recreation Committee; Mike Harris to the Rules & Regulations Committee; Jody Ware to Safety & Emergency Planning; Jody Ware to Strategic/Long Range Planning; and Gary Hannon to the Trails Committee).” Seconded by Steve Tribbey, motion carried unanimously.

## **11.0 Unfinished Business**

**11.1 ACL Building & Environmental Code: Exterior Maintenance – Discussion** – Mike Harris motioned “to suspend Roberts Rule of Order.” Seconded by Bob Ballenger, motion carried. Discussion on Chapter 3 Code 120 Exterior Maintenance, section 302.4 Weeds. The language is not clear and in conflict with current Buffer Zone restrictions. Joe Wiener, AECC Chair, was going to address all of these concerns, but he is not in attendance today. Gary Hannon noted the changes ACL inserted: the word ‘lots’ in the first sentence; ‘containing a single-family residence or building’ was added; added ‘8’ to refer to inches for plant growth; and added ‘approved prairie plantings.’ Those phrases/words are not in the published document. Gary Hannon asked about the 2<sup>nd</sup> paragraph in 302.4 that goes with this in the Property Maintenance Code – do we want this paragraph included. He feels the intent is also important. Barb Hendren explained that the 2<sup>nd</sup> paragraph deals with how they will handle this violation, and this is handled in the appeals process which is mentioned in another part of this document. In Section 302.8 Motor Vehicles, Steve Tribbey asked about clarifying outside of building or residence vehicle. Mike Harris asked if he had a golf cart on the property that wasn’t licensed and does not take it off the property, did AECC address this. Need more clarification. If only using on property and not on trails, no registration is required. Running or not running? Need the word unregistered? Would that take care of it? AECC will go back and discuss more specifically. John Diehl asked about intent on both of these items. 302.4 – the idea really affects a maintained area around someone’s home. Intent is not every single square foot has to be mowed. 302.8 intent - items in disrepair. IPMC Code has some areas of intent or could add reference numbers to be a better understanding of these intents. Gary agreed - intent needs to be recorded, would save a lot of concerns. He also informed everyone that the only words added to this section included ‘unregistered’ and ‘boat, trailer, RV, UTV, ATV, golf cart or similar vehicle or equipment.’ The rest is verbatim from the Code. Again, he asked about the second paragraph – is this needed as well? Section III – Means of Appeal seems to be a duplication of what we have written. How would the new property maintenance code be made available? Gordon Williams mentioned there may be some copyright issues. Could have a link for people to have. Was there a crosswalk done between 2006 and the most current publication? Gary Hannon reported that the International Property Maintenance Code has a 2015 version available for public view, with a 2018 available as well. He asked if we subscribe to this membership? We should always use the latest version. The areas we discussed appears to be identical between 2006 and 2015. Why are we using an older version? Mike Harris reported that some of the sections in the new version do not pertain to ACL. Rick is more familiar with the 2006 version and this is most applicable to ACL’s situation. Gary asked about laws changing and we stay with 2006 and are not current. He feels that is not right. Jody explained that we are at a disadvantage without Joe Wiener here today to help us understand why we should stay with 2006. Gary Hannon also feels we need to investigate if worthwhile to subscribe. Bob Ballenger motioned “to reinstate Robert’s Rule of Order, seconded by Steve Tribbey, motion carried.

**12.0 New Business**

**12.1 Property Owner Request Regarding Payment of Assessments** – Mike Harris motioned “to recess to Executive Session in order to discuss a member’s unpaid share of common expenses.” Seconded by Bob Ballenger. Steve Tribbey motioned “to return to Open Session.” Seconded by Mike Harris. Barb Hendren motioned “for the property owner 09-125 and 10-101, the Board of Directors will uphold the bylaws of Article II Membership, Section 2.” Seconded by Mike Harris, motion carried unanimously.

**12.2 Request to Restrict Lots** – Mike Harris motioned “to approve the request to restrict lots 03-031 and 03-033.” Seconded by Gary Hannon. Roll Call: Gordon Williams – nay; Mike Harris – nay; Steve Tribbey – nay; Gary Hannon – nay; Bob Ballenger – nay; Barb Hendren – nay; John Diehl - nay. Motion failed.

**12.3 Designated Signers for ACLPOA Accounts** – Barb Hendren motioned “to designate Shaun Nordlie, General Manager and Carrie Miller, Financial Manager; and Board of Directors members Jody Ware, President; Bob Ballenger, Vice President; Gary Hannon, Treasurer; Barb Hendren, Corporate Secretary; John Diehl; Mike Harris; Jon Sonntag; Steve Tribbey; and Gordon Williams as designated signers for ACLPOA accounts at Apple River State Bank. Rich Krasula is no longer a designated signer.” Seconded by Gary Hannon, motion carried unanimously.

**12.4 50<sup>th</sup> Anniversary Event Planning Ad Hoc Committee** – Gordon Williams motioned “to form the 50<sup>th</sup> Anniversary Event Planning Ad Hoc Committee with the charge to plan and execute events in 2019 to celebrate the 50<sup>th</sup> anniversary of Apple Canyon Lake within the set operating budget.” Seconded by Barb Hendren, motion carried unanimously.

**12.5 General Manager’s Revised Goals** – Mike Harris motioned “to approve the rewording of Goal #6 for the General Manager’s 2018 Goals.” Seconded by Bob Ballenger, motion carried unanimously.

**12.6 Funds Transfer** – Gordon Williams motioned “to transfer \$200,000 from the R&R Fund to the Capital Fund on the recommendation of the Budget Committee so that expenses for CAMP can be expensed to the proper account and tracked more easily.” Seconded by Gary Hannon. Gordon Williams agrees that this makes it more transparent for membership not only for CAMP but for other capital ventures. Mike Harris questioned why the soil boring and septic design expenses were not done this way - why do we have to do this right now? How is this money going to be disbursed? Septic design was not approved by this board. Are we going to approve the money being spent? Septic design should have been approved by the board and there were not three bids requested. Jody Ware will talk further about this and look at clarification. Motion carried with Mike Harris abstaining.

Motion to adjourn by Mike Harris at 10:17 a.m.

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Recording Secretary, Rhonda Perry

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President Jody Ware

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Corporate Secretary, Barb Hendren

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Date