

**CAPE CARANCAHUA PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
December 9, 2015**

Minutes

President Gonda Moncada called the meeting to order at 6:00 p.m. Board members Charles Taylor, Craig Brooks, Marie Weakley, and Dick Wilkinson were present.

Mr. Brooks moved to accept the minutes from the November 8, 2015, Board Meeting as printed. Mr. Taylor seconded the motion, which was approved unanimously.

Financial Report

Mr. Taylor asked for questions about the Profit & Loss Report, Profit & Loss Budget Performance, Capital Summary, Petty Cash Report, and August check register. There were none.

Maintenance Report – Dick Willkinson

1. Office Building & Pool #2 building painting completed.
2. Older Skag with new engine completed.
3. Repaired (3) weed eaters.
4. Ronnie Saldivar and Steve Brewer are no longer employed by CCPOA, due to equipment misuse. Chris Garcia and new hire Donald Beaver will work together.
5. Routine maintenance of common grounds and private property.
6. Pot Hole Repairs
7. Place walkway to Community Center, also replace gravel at mail boxes for a smoother walkway.
8. General maintenance on all equipment.
9. Vandalism done at Park #1, Pool #1 and Pavilion bathrooms.
10. Septic Problems at Pool #1 & Pavilion, fixed.

Discussion ensued about deterring vandalism. Cape restroom facilities have been damaged extensively. Replacing some equipment with sturdier, more tamper-resistant equipment was discussed, as was installing cameras to identify the miscreants. The subject was tabled for the next workshop.

ACC Report – Marie Weakley

Ten permit applications, including two new houses, were approved by the ACC and the CCPOA Board of Directors in November, with \$1660 collected in permit fees. The new home being built by Chipman will be offered for sale before construction is complete

Compliance Report – Craig Brooks

1. Problems with violations by contractors continue to plague the Cape. Each violation is address as it arises. Bags of concrete placed at the edge of the culvert at 2209 West Bayshore cannot be left in place; no permit was issued and would not be approved if asked. A certified letter will be sent demanding their removal.
2. A report of birds being raised commercially cannot be verified at this time.

Legal – Gonda Moncada

The filing of 5 liens on property owners in arrears has resulted, thus far, in one account being paid and one property owner agreeing to set up a payment schedule.

Correspondence – there was no correspondence

Old Business

No response has been received from solicitation of bids to re-work the major drainage outflow into the Bay at the end of Carancahua Boulevard. Robert Boone has expressed an interest in submitting a proposal for the necessary repairs.

New Business

1. Mr. Taylor moved that the previously-distributed revised Motorized Vehicle Policy be adopted. Mr. Brooks seconded the motion, which passed unanimously. The policy (copy attached) will be distributed to Cape property owners via email and will be posted on the Cape's website.
2. Bids were solicited from outside contractors for mowing of common grounds currently maintained by Cape employees. No bids have been forthcoming.
3. Mrs. Weakley moved to accept the 2016 budget as previously distributed. Mr. Wilkinson seconded the motion, which passed unanimously.
4. Mr. Wilkinson reported he had a buyer for the old 15' batwing shredder the Cape has owner but now used for the past seven years. All agreed that \$2000 would be an acceptable offer for the equipment.
5. Discussion ensued about the need for a more stringent pet policy. The matter will be discussed at a future workshop.

Property Owners Registered to Speak - there were no property owners registered to speak.

The meeting was adjourned temporarily at 7:12 p.m. for an Executive Session. The meeting was re-convened at 8:24. Mr. Taylor reported that the Board had determined the amount of holiday bonuses to be given to employees and the amount of salary increases for office personnel.

The December Board of Directors meeting was scheduled for 6:00 p.m. Wednesday, January 13, 2016, location to be decided at a later date.

The meeting was adjourned 8:25 p.m.

Respectfully submitted
Judy Hollingsworth, Scribe

/s/ Gonda Moncada
Approved
January 13, 2106