

CAPE CARANCAHUA PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
April 13, 2016

Minutes

Vice President Craig Brooks called the meeting to order at 6:02 p.m. Board members Charles Taylor, Marie Weakley, Tom Chandler, and Dick Wilkinson were present, along with two property owners.

Mr. Brooks asked for nominations for Board officers for the coming year. After discussion, Mrs. Weakley nominated the following slate of officers: President Craig Brooks, Vice President and Secretary C. T. (Tom) Chandler, Vice President and Treasurer Charles Taylor, Vice President for Maintenance Richard (Dick) Wilkinson, and Vice President for Administration Marie Weakley. Mr. Taylor seconded the nominations, which were approved unanimously.

Mr. Taylor moved to authorize the following Board members to sign financial documents at Capital One Bank and Cal-Com Credit Union: Craig Brooks, Charles Taylor, C. T. Chandler, Richard Wilkinson, and Marie Weakley and to remove all others previously authorized to do so. Mrs. Weakley seconded the motion, which was approved unanimously.

Mr. Taylor moved to accept the minutes from the March 13, 2016, Board Meeting as printed. Mr. Chandler 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 January check register. There were none. Discussion ensued about the amount employees are paid for emergency call-outs. Current pay is twice the hourly wage for an emergency call-out. A new telephone has been purchased for maintenance personnel for emergency contact. The new number will be posted and distributed to property owners.

Maintenance Report – Dick Wilkinson

1. Mowed common grounds, prepaid lots and others as needed
2. Obtained bids for road work (process gravel)
3. Obtained bids for security cameras for entrance, exit, Pool 1, and maintenance building. When contractor is chosen, will ask for bids for cameras at Pool 2, boat ramp, Park 1, and construction gate.
4. Obtained bids for fencing at Pools 1 & 2, chose contractor, completed work on March 29. Added fire gates at both pools and access gate at Pool 2; removed welded pipe in Pool 1 parking lot at fence line to be replaced with 4" PVC concrete bollards (more maintenance free) and removed PVC concrete bollards at Pool 2 for replacement.
5. Had G & W Engineering survey Cactus Drive between Curlew and Tomahawk, drainage ditch outfall at Grand Canyon for limits and centerline. Surveyor has not given cut elevations yet. (The current center line on Cactus Drive is wrong.)
6. Performed routine maintenance on all equipment.
7. Sprayed herbicide along roadways
8. Cleaned maintenance yard at brush pit
9. Made plans to emplace new stop signs (already in hand) in April.
10. Continued cleaning and repairs at both pools.
11. New instructional signs have been placed at the brush pit

ACC Report – Marie Weakley

Eleven building permits were approved in March 2016, with \$500 in permit fees collected.

Compliance Report – Craig Brooks

Several certified letters have been sent to property owners who are in violation of CCPOA Deed Restrictions. Non-compliance fees have been assessed when the violations were not remedied by the deadline.

Legal – Craig Brooks

Cape's attorney continues to file additional liens on properties preparatory to foreclosure filings.

Correspondence

1. A property owner asked the Cape to make an exception to the policy of only two gate cards being issued to a property owner who does not have a residence. After consideration, the Board declined to make an exception to the policy.
2. A property owner complained about excessive speed by a specific property owner. The Board replied that State laws specifically allow First Responders to exceed the speed limit on official business.

Old Business

1. Mr. Wilkinson reported on two bids for camera replacements and an expected third bid.
2. Mr. Wilkinson reported that the fences at both pools have been replaced and additional repairs are underway, including replacing the doors on the restrooms and pump rooms. The decks will be painted when weather conditions allow.
3. Mr. Brooks reminded everyone about the Cape-side garage sale and Fire Department fundraiser on April 23.
4. After discussion, it was decided to hold the sealed bid sale for 8 Cape lots on June 4, 2016, at 6:00 p.m. in the Community Center. An email with lot numbers and prices will be distributed to all Cape property owners. Advertising will be placed in four area newspapers listing the properties. The properties and prices will be posted on the Cape website.

New Business – none

Property Owners Registered to Speak - none

Schedule

Mr. Brooks invited everyone to attend the pot luck dinner scheduled for 5:30 p.m. on May 14. The next Board meeting was scheduled for 1:00 p.m. May 15 at the Community Center, followed by the Quarterly Property Owners' meeting at 2:00 p.m.

The meeting was adjourned 7:20 p.m.

Respectfully submitted
Judy Hollingsworth, Scribe

/s/ Craig Brooks
Approved
April 14, 2016