

**Quarterly Meeting Minutes of the Property Owners  
April, May and June 2016  
Cape Carancahua Property Owners' Association, Inc.  
2:00 PM, August 7, 2016**

President Craig Brooks called the meeting to order at 2:05 p.m. Board members present: Secretary Tom Chandler and Treasurer Charles Taylor.

Mr. Brooks welcomed the 62 property owners in attendance and led the Pledge of Allegiance.

Two errors were noted on the printed minutes of the May 15, 2016, Quarterly Meeting. Joe Wyatt moved that the minutes be approved as amended; Dolores Chandler seconded the motion, which passed with no dissenting votes.

**Treasurer's Report – Charlie Taylor**

Mr. Taylor invited everyone to pick up copy of P & L Budget Performance report and Capital Summary. There were no questions or concerns about the financial reports.

**Maintenance Report**

In Mr. Wilkinson's absence, Mr. Brooks invited those in attendance to take a copy of the quarterly maintenance report copied below:

1. Mowed common grounds, prepaid lots and others as needed
2. Obtained bids for road work (process gravel)
3. Obtained bids for entrance security cameras 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. (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
12. One thousand tons of processed gravel was spread on Mollnar, Arrowhead, Buckskin, and Calumet.
13. Repaired parking lot at Pools 1 & 2
14. Continued mowing prepaid lots, common grounds, and sides of roads.
15. Seeking bids to repair asphalt at Park 1 parking lot
16. Central Texas concrete & Asphalt technicians assessed areas that need asphalt repair
17. Received bid from Victoria Communications System for new cameras
18. Contracted with Oracle security Solutions to replace security cameras
19. Seeking bids to replace main gate and both spike strips from companies other than VCS
20. Purchased ten picnic tables for pavilion

21. Removed oil from brush pit area
22. Prepped Pool 1 parking lot for gravel
23. Spread gravel at both pool parking lots
24. Continued patching holes in paved and gravel roads
25. Completed repair of construction gate
26. Electrician replaced fixtures at Pool 2, men's room at Pool 1, and both restrooms at Park 1. Electrician rewired pumps, plugs, and lights in the pump room at Pool 2. Added lights in shop, hallways, and bathroom at maintenance building.
27. Installed PVC bollards in parking lots at both pools
28. Mowed common grounds and some lots as weather permitted
29. Obtained bids for replacing the spikes at the entrance and exit at the front gate
30. Oracle Security installed new cameras at both pools, main entrance & exit, maintenance building, library, and office.
31. Seeking bids to repair drainage outfall into the Bay at Carancahua and Bayshore
32. Seeking bid from G & W Engineering for drainage repair at Grand Canyon and all it entails as well as improving drainage throughout the Cape
33. Mike Maxwell called AEP after he witnessed a leaning power pole snap near the boat ramp. He also called the Public Utility Commission, which, in turn, contacted AEP public relations office Bill Newyear in Victoria. Within 14 days, an AEP subcontractor began examining all electric poles in the Cape. The result is that several poles need to be replaced immediately and many more should be scheduled for replacement in the not-too-distant future. The Cape is grateful to Mr. Maxwell for his concern and perseverance.
34. Both gates were opened manually during a power outage.
35. Repairs were made to the walkways at both fishing piers at the boat ramp; the fish cleaning table was also repaired
36. Pool 2 is being prepared for rubber expansion joint installation
37. A new x-one Hustler zero-turn mower has been purchased to replace the mower purchased in 2002.

Several property owners complimented Dick Wilkinson on the condition of the Cape and the job Cape maintenance personnel are doing.

### **ACC Report**

In Mrs. Weakley's absence, Mr. Brooks gave the ACC Report as follows:

Thirty-four permits were issued during the second quarter of 2016 with \$2775.00 collected in permit fees. He announced that Tom Carter and Myrtle Halling have approved as new members of the Architectural Control Committee.

### **Legal Report – Craig Brooks**

The Cape's attorney has approved the format and layout of the ballot that will be sent to all property owners in September.

### **Old Business**

Mr. Brooks said that the Cape's accountant is working on the audit of CCPOA for the year 2015. It should be presented at the November Quarterly Property Owners' Meeting.

## **New Business**

Mr. Taylor said he and Marie Weakley met with the Cape's insurance agent Paul Herrmann to review the Cape's insurance. Several items were added and some items were removed from coverage. He said the Board and Mr. Herrmann will, in future, review the Cape's insurance need annually.

## **Capers Report – Dolores Brooks**

### **Recent Caper Activity**

1. The Memorial Day Bake Sale was very successful. Thank you to everyone who donated an item and/or purchased one. These dollars help fund Caper projects.
2. The 4th of July Parade and Picnic was a smashing success. There were 35 entries in the parade plus 4 fire trucks, 2 pick-ups full of dignitaries, and an ambulance from Jackson County Hospital District. Sheriff Louderback praised the picnic and said that the Cape has the best 4th of July picnic in the county! Hot dogs, chili, chips, water melons, and iced tea was enjoyed by all.

### **Ongoing Activities**

1. Collect aluminum cans at various locations around the Cape
2. Collect wine corks, 'Box Tops for Education', aluminum pull tabs for various charities
3. We meet the 2nd Tuesday of most months at the library at 2 PM. Everyone is welcome.

### **Future Activities**

1. Bake sale Sept 3rd, 10 AM at the library
2. Flu shots Oct 5th 4-6 PM at CCVFD Fire Station. Sponsored by JCHD, CCVFD, and the Capers
3. Halloween Party Oct 29th More details to follow.

## **Celebrations and Concerns**

Judy Lovejoy said their grandson had lost his battle with cancer. He was the electrician who wired the community center.

## **Property Owner Comments**

Becky Schroeder announced that the bothersome dogs across the street from her house seem to have moved out of the Cape.

Larry Schroeder asked if the Cape would consider issuing identification stickers for all Cape residents' vehicles so property owners could tell who belonged inside the gate. Mr. Brooks said the issue would be added to a Board Workshop agenda.

Joe Wyatt opined that even if identification stickers were issued, there were not enough board members to patrol to enforce the requirement.

Becky Schroeder said that the public boat ramp on Highway 35 increased the likelihood of unknown persons having access to the Cape via the water.

Albert Niccolai expressed concern about vehicles following legitimate gate users through the gate. Mr. Brooks said that issue would most likely be alleviated when the new gate spikes and speed bumps were installed this month. The construction gate will be left open during the time the front gate work is in progress.

Dolores Brooks suggested that Jackson County EMS be notified of this situation.

Jenny Bell asked if owners of travel trailers could get special notification of the contractors' gate code. Mr. Brooks said the office provides the number as needed since it changes frequently to reduce the incidence of illegal entry. He reiterated that all vehicles weighing more than 10,000 pounds are required to use the contractors' entrance. He stressed that ALL OTHER vehicles must use the front gate.

A property owner suggested that the Cape should install a camera at the contractors' gate. Mr. Brooks explained that the three available options for doing so had been thoroughly studied and that each proved too expensive or too cumbersome.

A property owner asked when the basketball goal would be replaced. Mr. Brooks said he would ask maintenance to do so right away.

A property owner asked how he could present ideas or suggestions for various maintenance issues. Mr. Brooks explained that all property owners are encouraged to write their suggestions, comments, requests, and questions on forms available at the office for that purpose. He said the Board would take action as necessary.

A property owner asked the dollar figure for vandalism during the past few months. Mr. Brooks explained that figures were not kept specifically for vandalism.

**Next Property Owners' meeting**

Mr. Brooks thanked all who attended the meeting and announced that the next property owners' meeting will be at 2:00 p.m. on Sunday, November 13, 2016, at the Community Center. He invited everyone to the next pot luck dinner scheduled for Saturday, November 12, 2016, at 5:30 p.m. in the Community Center. The meeting was adjourned at 3:03 p.m.

/s/ Craig Brooks  
Approved  
November 13, 2016

Respectfully,  
Judy Hollingsworth, Scribe