

**CAPE CARANCAHUA
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
September 14, 2022
Minutes**

President Pam Stewart called the meeting to order at 6:00 p.m. Board members Robert Johs, Charles Taylor, Paul Warren and Larry Schroeder were present.

Old Business

Pam Stewart gave the background information on the Community Center project by telling how the Board was approached by two generous donors, who were willing to donate \$95,000 towards air conditioning the Community Center. The donors have obtained the bids and have secured a bid of \$95,000 for a turnkey project.

No Association monies will be used on this project.

This project consists of two A/C heating units, duct work, electrical work, dropping of the ceiling, 2 gable fans, spray foam and new lighting of the main room of the Community Center.

Upon this request, the Board has obtained legal counsel to draw up the documents to allow us to move forward with this project. Tonight, we will vote on this proposal to enable the project to begin.

Mr. Johs moved to accept the Escrow Agreement. Mr. Taylor seconded the motion. It passed unanimously.

Mr. Johs moved to accept the Donation Agreement as written. Mr. Warren seconded the motion. The motion passed unanimously.

Approve Minutes - Mr. Johs moved to accept the minutes of the August 14, 2022; Board Meeting as written. Mr. Warren seconded the motion, and the motion passed unanimously.

Financial Report – Charles Taylor

Mr. Taylor asked for questions about the Capital Summary, Profit & Loss Comparison, Profit & Loss Budget Performance, Petty Cash Report, and August Check Register. There was a discussion of past due accounts and the steps being taken to collect them.

Maintenance Report, August 2022 – Larry Schroeder

1. Performed routine maintenance to all equipment.
2. Performed routine mowing of all common grounds, property owner lots, & sides of roads as needed.
3. Weed-eat and sprayed culverts, around street signs, and sides of roads to prevent grass and weeds.
4. Repaired loose boards on pier at Boat Ramp.
5. Filled holes in roads with asphalt.
6. Replaced light switch in Women's Restroom at Pool 1.
7. Replaced lights in restrooms at Park 1.
8. Replaced faulty lights at Pier 1.
9. Replaced faucet at cleaning table Boat Ramp.
10. Replaced pump on sprayer.
11. Repaired speed bump at entrance gate.
12. Repaired faulty gate arm at entrance gate.
13. Replaced emergency phone at Pool 2.
14. Rolled gravel roads after rain.
15. Ran wire for switch in office to open front gate.
16. Burned brush and cleaned up Brush Pit.

No questions were asked about the report.

ACC Report – Paul Warren

Five building permits were issued in August 2022.

Legal and Compliance Report – Robert Johs

Non-compliance fees continue to be assessed to property owners who are in violation of CCPOA Deed Restrictions, Policies, and Regulations.

The Cape's attorney submitted protests to Jackson County's Appraisal District in Edna for the 2022 property tax appraisals for all common grounds, etc. owned by the Cape. The Cape's attorney submitted protests to Jackson County Appraisal District in Edna for the 2022 property tax appraisals for all common grounds, etc. owned by the Cape. We have received a response from the Jackson County Appraisal District in Edna.

New Business

1. There was a discussion about revising the “Procedure to Acquire a Permit” in reference to septic systems. Mr. Johs made a motion to remove the wording “septic systems are not permitted on vacant lots”. Mr. Schroeder seconded the motion. The motion passed with four votes for and one Board member abstaining.
2. There was a discussion about cancelling workshops and instead including information to be discussed in the monthly Board of Directors meeting. It was decided that there will no longer be workshops following the ACC Meetings. The ACC will only meet on the 2nd Thursday for the remainder of 2022.
3. There was a discussion about insurance covering the ACC and it was confirmed that the ACC is covered under the Cape's insurance plan as a sub-committee.

Property Owners Registered to Speak

Rae Jean Amy and Candis Holt approached the Board about marking part of the tennis court as a pickle ball court. After discussion it was decided that they would mark it using tape or cones on temporary basis to see if there was enough interest to do it permanently.

Ms. Amy also broached the subject of possibly having a Cape Cleanup Day. The Board thought it was a good idea and asked her if she wanted to head up a committee. They discussed the need for volunteers to sign the waiver form that was available in the office.

Other Business as necessary

There was a discussion of possibly changing the pool hours to 6:30 a.m. to 9:00 p.m. They are presently 7:00 a.m. to 9:00 p.m. The Board will check our security system for steps to do this.

Schedule future meetings

The next Board of Directors Meeting will be October 12, 2022, 6:00 p.m. at the Community Center.

Adjourn

Mr. Johs made a motion to adjourn. Mr. Taylor seconded the motion. The motion passed and the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Bettie Sanders, Scribe

/s/ Robert Johs

Approved

October 12, 2022