

**CAPE CARANCAHUA  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
March 15, 2023  
Minutes**

President Pam Stewart called the meeting to order at 6:08 p.m. Board members Charles Taylor, Paul Warren, Robert Johs, and Larry Schroeder were present. There were no property owners in attendance.

**Approve Minutes** - Mr. Johs moved to accept the minutes of the February 15, 2023; Board Meeting as written. Mr. Schroeder 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 January Check Register. There was a discussion about applying the possible savings from budgeted insurance expenses to replace the pier at the boat ramp. Mr. Taylor made a motion to move money from the Pier Reserve Fund when the CD matures and move it into savings so that the pier can be built this year and that any savings from budgeted insurance be put into savings to replenish the Pier Reserve Fund. Mr. Johs seconded the motion. The motion passed unanimously.

**Permits and Compliance Report – Paul Warren**

There were nine permits issued during February.

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

There was a discussion about steps that could be taken to get Property Owners to adhere to the Rules, Conditions and Covenants and Cape Policies.

**Maintenance Report for February 2023 – 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. Routine cleaning of Brush Pit.
4. Reattached tarps on fence at Brush Pit.
5. Installed baseboard/trim at Community Center.
6. Removed fencing inside the Brush Pit.
7. Repaired some of the speed bumps.
8. Performed routine cleaning of the entrance and exit gate areas.

No questions were asked about the report.

**Legal Report – Robert Johs**

The Cape's attorney submitted protests to Jackson County Appraisal District in Edna for the Cape's property tax appraisals of all common grounds, etc. and they were reduced some. We paid the property taxes according to the amount our attorney determined. At this time no court date has been set for further reduction.

The Jackson County Appraisal District, in their initial discovery responses, suggested the Cape was not a valid existing property owners' association. In an effort to determine the specific source of their allegation, our office submitted additional discovery upon the appraisal district through a second set of interrogatories. The additional discovery was sent to the District on February 17, 2023. The Appraisal District has until March 20<sup>th</sup> to respond to the discovery.

## **Old Business**

There was no old business.

## **New Business**

There was a discussion about the effect inflation was having on Cape expenses and the need in the future to raise the maintenance fees. The Board discussed possible scenarios on how the Annual Fees could be linked to inflation. They will seek guidance from the Cape's attorney on the matter.

There was a discussion on the need to hire part-time maintenance personnel.

After discussion about the bids for road construction Mr. Schroeder recommended that we accept the bid from Cornerstone Paving & Construction, LLC for rehabbing and seal coating the remainder of Curlew and Flintrock at a cost of \$24.80/linear foot. Mr. Johs seconded the motion and it passed unanimously.

**Property Owners Registered to Speak –There were no property owners registered.**

## **Schedule future meetings**

There will be a Working Board Meeting on Thursday April 6, 2023, at 1:00 in the Community Center. The next regular Board of Directors Meeting will be April 19, 2023, at 6:00 p.m. in the Community Center.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,  
Bettie Sanders, Scribe



Approved

4.19.23

Date