

**CAPE CARANCAHUA  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS Working MEETING  
May 11, 2023  
Minutes**

President Pam Stewart called the meeting to order at 1:03 p.m. Board members present: Charles Taylor, Paul Warren, Robert Johs.

Approval of Minutes

Mr. Johs made a motion and Mr. Taylor seconded to accept the minutes from April 13, 2023 with change made on Maintenance Report to read “Boat Ramp Pier” instead of “Boat Ramp”. Motion carried unanimously.

Approval of Financial Reports

We moved \$41,241 out of pier fund and into checking to fund the new pier at the Boat Ramp.

Income from January to April is \$417,267.07. Expenses were \$125,868.73 for the same period. The office is working on collecting past due accounts and doing an excellent job.

Our insurance policies have been certified and moved to State Farm. We will receive refunds on old policies within the next 30 days for unused time period. This will save the Cape approximately \$23,000.

Approval of Maintenance Reports

The construction gate system was replaced since the old system was struck by lightning and we are unable to readily get parts since it was obsolete. The cost of the new system was \$4,200.

The gate at Pool 1 was replaced and the gate and fencing will be painted. Cost of the new section installed was \$565.00.

Got prices for a new “Hussler” mower (\$14,000), for overhauling the motor of the old Hussler (\$800) and replacing the engine in the old Hussler (\$2,800). No action will be taken at this time.

Approval of Permits and Compliance

1. Lot 379 – Roy & Karen Morse – Repair Bulkhead - Approved

There were 11 new permits issued in April.

Paul Warren will coordinate with the property owner on their cleanup to meet Cape Policies.

Board members will be driving around, and letters sent to property owners out of compliance with the part of Section 1.09 which addresses storage of normal residential

items. Several property owners have already been notified that they are out of compliance.

Approval of Legal Report

Approval of Proposed Changes to Policies

Mr. Johs made a motion to accept the new Payment Plan Policy. It was seconded by Mr. Taylor. It passed unanimously.

Mr. Johs made a motion to remove the statement “If using vehicles or equipment that weigh less than 36 tons and the project is not listed below under Building Permit Fees, then a permit is not required”, and to add a General Construction Fee with a sliding scale from \$50 - \$500. Mr. Warren seconded the motion and the motion carried unanimously.

Mr. Taylor made a motion that the Records Copy Policy be changed to reflect that copies would be reduced from \$1.00 to \$.10. Mr. Warren seconded the motion and the motion carried unanimously.

The Resolution to the Board Policy will reflect the new changes.

Approval of an Employee's Raise

A motion was made by Mr. Johs to raise the employee's hourly wage by \$.50 per hour. Mr. Taylor seconded the motion. The motion carried unanimously.

Next Working Board Meeting will be June 8, 2023.

Mr. Johs made a motion and Mr. Warren seconded to adjourn at 2:25 p.m.

Respectfully submitted,

Pam Stewart, Scribe