

**CAPE CARANCAHUA
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 16, 2023
Minutes**

President Pam Stewart called the meeting to order at 6:02 p.m. Board members Robert Johs, Larry Schroeder, and Charles Taylor were present. There were no property owners in attendance.

Approve Minutes - Mr. Johs moved to accept the minutes of the July 19, 2023; Board Meeting as written. Mr. Taylor 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 May Check Register. There was discussion about moving some money to different accounts for better rates. Mr. Taylor will research rates and get back to the Board with a report on his findings.

Permits and Compliance Report – Pam Stewart

There were four permits issued during July including one new home.

Maintenance Report for June 2023 – Larry Schroeder

1. Performed routine maintenance.
2. Performed routine mowing of all common grounds, property owner lots, & sides of roads as needed.
3. Routine cleaning of Brush Pit.
4. Weed eat and spray herbicide around culverts and signs.
5. Placed asphalt on sides of roads.
6. Repaired entrance gate.
7. Repaired steps on ladders at both pools.
8. Trimmed trees.
9. Installed security system at office.
10. Cleaned A/C unit in office.
11. Removed dead palm tree from Pool 2.
12. Revised Emergency Procedures.
13. Repaired Women's Restroom door at Pavilion.
14. Replaced water/shower at Pool 1.

No questions were asked about the report. Mr. Schroeder gave an update on the construction of the pier at the Boat Ramp and the start of 2023 Road Work. There was a discussion about hiring off-duty Sheriff deputies to patrol during the Labor Day holiday. Mr. Schroeder will arrange this with the Sheriff's department and ask for extra patrols during the weekend.

Legal Report – Robert Johs

Mr. Johs gave an update on the status of the new insurance policies. An invoice for one of the old policies will not be paid since it was cancelled prior to the invoice date.

Old Business

Updating the Employees Manual was tabled until the next meeting.

New Business

Mr. Johs made a motion and Mr. Taylor seconded to open an account at Prosperity Bank with the following board members authorized signatures: Annetta (Pam) Stewart, Charles Taylor, Robert Johs, Larry Schroeder, and (William) Paul Warren. The motion passed unanimously.

After discussion the Board decided to begin foreclosure proceedings on four properties that were in arrears.

After discussion about a previous motion passed by the Board regarding charging commercial tree trimming companies a fee for using the Brush Pit, Mr. Johs made a motion to revoke the previous motion and Ms. Stewart seconded the motion. The motion carried unanimously.

Ms. Stewart gave an update on Emergency Procedures and information she had received from the Sheriff regarding evacuation procedures and the burning of any storm debris. If there is an evacuation order by the County Emergency Management Office the Cape office will send out an email with pertinent information to property owners. TCEQ will be contacted for permission to burn if necessary.

The thermostat cover at the Community Center was broken during a recent event and it was decided to look into metal tamper proof covers.

Property Owners Registered to Speak

There were no property owners registered to speak.

Schedule future meetings

The next regular Board of Directors Meeting will be September 20, 2023, at 6:00 p.m. in the Community Center.

The meeting was adjourned at 7:08 p.m.

Respectfully submitted,

Bettie Sanders

Scribe

/s/ Pam Stewart

September 20, 2023