

**CAPE CARANCAHUA  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
December 12, 2024  
Minutes**

President Robert Johs called the meeting to order at 1:03 p.m. Board members, Larry Schroeder, Paul Warren, and Phil Rossi were present. There was one property owner in attendance.

**Approve Minutes** – Mr. Warren made a motion to accept the minutes of the November 14, 2024, Board Meeting. Mr. Rossi seconded the motion, passed unanimously.

**Financial Report**

The Board reviewed the Capital Summary, Profit & Loss Comparison, Profit & Loss Budget Performance, Petty Cash Report, and November Check Register and the proposed 2025 Budget.

**Permits & Compliance Report – Paul Warren**

There were four permits approved:

Lot 892	619 W. Bayshore	- Permit Extension
Lots 1400-1408	115 Calumet	- Storage Building
Lot 350	1930 W. Bayshore	- Replace exterior walls of storage room below house
Lot 22	2220 W. Bayshore	- New Home

It was determined that no banners should be hung in the Community Center. Raising the Community Center rental fee was brought up but was tabled until a later date.

**Maintenance Report for November 2024 – Larry Schroeder**

1. Performed routine maintenance.
2. Performed routine mowing.
3. Routine maintenance of Burn Pit.
4. Routine cleaning of pools.
5. Weed eat around culverts, street signs, posts, and fences.
6. Placed asphalt on sides of the roads and in potholes.
7. Placed rubber crack seal on roads.
8. Replaced light bulb at mailboxes.
9. Replaced light bulb at fish cleaning table on pier at boat ramp.
10. Placed concrete in washout at outfall ditch.
11. Installed AC in women's restroom at the Community Center.
12. Repaired the door at the Community Center.
13. Placed new signs at Entrance Gate.
14. Repaired arm at Entrance Gate.
15. Removed concrete at washout pile at the point.
16. Removed vines on the fence at the Burn Pit.
17. Placed and removed flags for Veterans Day.

**Legal Report – Phil Rossi**

Nothing new to report.

### **Old Business**

1. Consider Mowing Fees for Business Park in 2025.
2. Consider updates on the roads.
3. Consider updates on the “Zion” homes.

### **New Business**

1. Lot 836 was sold by the Cape and the deed has been sent to Jackson County to be filed.
2. Mr. Rossi made a motion to approve the 2025 Budget. Mr. Warren seconded the motion. The motion passed unanimously.
3. Mr. Rossi made a motion to add an additional 5,472 linear feet to Swallow and 804 linear feet to Buckskin for roadwork in 2025, making the total charges \$103,058.00. Mr. Warren seconded the motion. The motion passed unanimously.
4. Mr. Schroeder made a motion that Section 5 and Business Park Lots will be charged \$100.00 per lot, per cut for mowing in 2025. Mr. Rossi seconded the motion. Motion carried unanimously.

### **Executive Session**

The Board decided to close the office the week of December 23 through December 27, 2024, notice will be posted and an email reminder sent out. Employee evaluations and raises for 2025 were considered.

### **Schedule future meetings**

The Next Board of Directors Meeting is scheduled for January 9, 2025, at 1:00 p.m. at the Community Center.

The meeting was adjourned at 3:30 p.m.

Respectfully submitted,  
Larry Schroeder  
Scribe

/s/ Robert Johs

Approved

January 9, 2025