

**CAPE CARANCAHUA
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
September 11, 2025
Minutes**

President Robert Johs called the meeting to order at 1:00 p.m. Board members present were Paul Warren, Patti Schwebel, Larry Schroeder and Phil Rossi. Three property owners signed in on the attendance sheet.

Approve Minutes – Mrs. Schwebel made a motion to accept the minutes of the August 14, 2025 Board Meeting. Mr. Rossi seconded the motion, it passed unanimously.

Financial Reports – Patti Schwebel

The Board reviewed the Capital Summary, Profit & Loss Comparison, Profit & Loss Budget Performance, Check Register, and Petty Cash Report. A report was given on the CPA.

Maintenance Report – Larry Schroeder

August Maintenance Report

1. Routine maintenance
2. Routine mowing
3. Routine cleaning of brush pit
4. Routine changing of construction gate code
5. Routine cleaning of the pools twice a week.
6. Placed new camera in brush pit
7. Replaced dusk to dawn sensor for lights on pier at boat ramp
8. Placed posts and guardrail on Bayview by Construction gate
9. Placed ash & gravel at Construction gate, Bayview, Park 1, & wetlands
10. Used tractor to roll ash & gravel on roads
11. Troubleshoot construction gate, gate not closing
12. Remove grass clippings from Pool 2
13. Remove culverts & debris from ditch
14. Place culvert at boat ramp
15. Replaced grass in ditch damaged during drainage repairs

Permits & Compliance Report – Paul Warren

There were two permits reviewed and approved today:

1. Lots R0097, 0150, 0151 – Deanne Ash – 2365 West Bayshore – storage building with culvert
2. Lots 0196 & 0197 – Adam Haneline – 34 Meadowlark - Porches

Legal Report – Phil Rossi

1. The attorney is working on the foreclosure on Lots 1388 & 1389.
2. G & F Properties, Bus. Park, Lots A-E has cleaned up and moved equipment.
3. Demand letters were sent out for delinquent fees.

Old Business

1. Mr. Rossi will contact G & F Properties, Bus. Park, Lots A-E, about what is being stored and where they are storing it. It is designated as a boat and RV storage facility.
2. An executive session was called to discuss a maintenance staffing issue, it was resolved.
3. Update on Construction Gate code changing for weekends. Mr. Warren will change the code on the weekends.

New Business

1. Discussed outfall ditches and the work being done on the “Grand Canyon”. There is damaged pipe under the road that will need to be replaced. Prices will be obtained on 36” and 30” diameter pipe at 40’ length.
2. New maintenance employee starting Monday, September 15, 2025.
3. Mr. Warren requested air-ride seats for mowers.
4. Mr. Warran will text emergency phone when weekend gate code is changed.
5. Paper ballots will be done for the maintenance fee increase vote and Board of Directors Election (2 spots).
6. Mrs. Schwebel to research amending the bylaws on elections.
7. Motion to accept Cliff Davis on the ACC. Mr. Rossi made a motion to approve, Mrs. Schwebel seconded motion. Approved.
8. Discussion of bulk head permit fees. Fee should be set at \$500 and property owner could request refund after project is finished which would be determined by a ACC member.
9. Upcoming events will be added to the Community Calendar for October.
 - a. /National Night Out at Pavillion on October 7, 2025, 6:00 to 7:30 PM
 - b. Flu Shots at the Fire Station on October 7, 2025, 3:00 to 4:30 PM
 - c. Trunk or Treat at Pavillion on October 25, 2025, 5:00 PM

Property Owners’ Comments

No comments

Next Board of Directors Meeting will be at 1:00 p.m. October 9, 2025, at the Community Center.

The meeting was adjourned at 3:10 p.m.

Respectfully submitted,
Larry Schroeder

/s/ Robert Johs
10/9/25