

**CAPE CARANCAHUA
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
July 14, 2021
Minutes**

President Pam Stewart called the meeting to order at 6:00 p.m. Board members Charles Taylor, Paul Warren, and Larry Schroeder were present with one property owner in attendance.

Mr. Schroeder moved to accept the minutes of the June 9, 2021 Board Meeting as written. Mr. Taylor seconded the motion, which 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 a question about the negative \$13,404.10 on the report and Mr. Taylor said it was probably a write off for bad debt but he would look into it.

Maintenance Report, June 2021 – 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 Burn Pit.
4. Repaired pilings at Boat Ramp.
5. Repaired card reader at the gate.
6. Replaced culvert pipes.
7. Repaired Pool 2 pump/filled pool.
8. Placed limestone/gravel in potholes.
9. Repaired steps in Pool 1.
10. Repaired speed bumps at entrance gate.
11. Repaired water leak at Pavilion.
12. Repaired water leak at the Office.
13. Cleaned the AC in Office.
14. Cleaned spikes at front gate.
15. Removed trash from Lots 963-964 (Property Owners')

No questions were asked about the report.

ACC Report – Paul Warren

Fifteen building permits were issued in June, 2021 with \$3,325.00 collected in permit fees.

Legal and Compliance Report – Pam Stewart

The Cape's attorney continues to pursue collection of past due account and pursuing foreclosure of those who do not comply. Non-compliance fees continue to be assessed to property owners who are in violation of CCPOA Deed Restrictions, Policies, and Regulations.

Old Business

1. BH Tree Service have removed some of the palms, but they have been delayed from removing the remainder due to the rain.
2. The landscaping at the front gate has been completed. Ms. Stewart thanked all the parties involved in getting the project completed.

New Business

1. After a discussion lead by Ms. Stewart regarding the changes to the Construction Permit Policy, the Recreational Vehicle Policy, the Gate Access Policy and the ACC Culvert Requirements, Mr. Warren made a motion to approve the changes as written. Mr. Taylor seconded the motion. The motion passed unanimously.
2. There was a discussion on whether to change the office phone system to a cell phone, but it was tabled until next June due to the contract and the need for land lines for the two pool emergency phones. The new cell phone for the after-hours calls has been activated.
3. There was a discussion on the Texas Legislative changes affecting POAs. It was determined that The Cape already addresses most of the changes because we post a yearly meeting schedule, but we will need to make sure the notice for the end of year meeting meets the requirements. We will also need to change delinquency notices from the present 30 days to 45 days and that we give 10 days' notice of any special meetings.
4. After a discussion regarding the replacement of missing street signs it was determined that Mr. Johs will write up an email to notify cape members of the cost of the vandalism and enlist their help in curbing it.
5. After a discussion Mr. Warren made a motion to put a lien on the Wespesser property and Mr. Taylor seconded the motion. The motion passed unanimously.

Property Owners Registered to Speak

Other Business as Necessary

After a discussion it was decided to send out a notice to property owners about the closure of the Tennis Courts until the replacement of the rubber and painting is completed.

The next Board of Directors Meeting will be Sunday, August 8, 2021, 1:00 p.m. at the Community Center followed by the Quarterly Property Owners' Meeting at 2:00 p.m.

The meeting was adjourned at 6:43 p.m.

Respectfully submitted,
Bettie Sanders, Scribe

/s/ Pam Stewart
Approved

August 8, 2021