

**CAPE CARANCAHUA
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
August 8, 2021
Minutes**

President Pam Stewart called the meeting to order at 1:00 p.m. Board members Charles Taylor, Paul Warren, Robert Johs, and Larry Schroeder were present with three property owners in attendance.

Mr. Johs moved to accept the minutes of the July 14, 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 designated bank accounts. Mr. Taylor explained that the designated accounts can be used but do have to be replaced within two years.

Maintenance Report, July 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. Reset Front Gate after malfunction.
5. Put in new spikes at Front Gate.
6. Replaced culvert pipes.
7. Placed limestone/gravel in potholes.
8. Rewired Pump Room at Pool 2.
9. Put in new AC Unit at Pool 2.

No questions were asked about the report.

ACC Report – Paul Warren

Eight building permits were issued in July 2021 with \$950.00 collected in permit fees.

Legal and Compliance Report – Robert Johs

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. Changes were made & filed for the Construction Permit Policy, Recreational Vehicle Policy, Gate Access Policy, and ACC Culvert Requirements.
2. We received new street signs to replace the stolen signs and they have been posted.

3. Cape attorney is in the process of securing a lien on the Wespesser's property, Lots 963 & 964.

New Business

1. Mr. Johs made the motion to order a Sealcoat Sprayer and materials for the paved roads to fill in cracks and repair sides of the roads. Mr. Schroeder seconded the motion, which passed unanimously.
2. Mr. Taylor made the motion to increase the property transfer fee from \$50 to \$250. Mr. Johs seconded the motion, which passed unanimously.

Property Owners Registered to Speak - none

Other Business as Necessary

1. Mr. Johs made a motion to charge Madge Ammons a noncompliance fee of \$100 after continuous reporting with documentation, Ms. Ammons and the dog's owner being notified, letters sent, and the dog continued to roam the cape. Mr. Taylor seconded the motion, which passed unanimously.
2. After discussion about a vehicle that has been left parked at the maintenance parking lot after 9:00 p.m. on several occasions, the board determined that a sign needs to be posted stating parking times.
3. Leslie and Buster Brown have issues with water collecting under their house causing structural damage. It was determined a permit would not be necessary, but one will be submitted and signed by the board.

Mr. Taylor made a motion for the board to go into close session but wait until after the Quarterly Meeting. Mr. Johs seconded the motion, which passed unanimously.

The next Board of Directors Meeting will be Wednesday, September 8, 2021, 6:00 p.m. at the Library.

The meeting was adjourned at 1:55 p.m. to be continued after the Quarterly Meeting.

The board went into close session at 2:50 p.m. The board returned at 3:20 p.m. and at which time the meeting was adjourned.

Respectfully submitted,
Pam Schuhsler, Scribe

/s/ Pam Stewart
Approved

September 8, 2021