

**CAPE CARANCAHUA  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 15, 2023  
Minutes**

President Pam Stewart called the meeting to order at 6:03 p.m. Board members Charles Taylor, Paul Warren, Robert Johs, and Larry Schroeder were present. There were two property owners in attendance.

**Approve Minutes** - Mr. Johs moved to accept the minutes of the January 18, 2022; Board Meeting as written. Mr. Schroeder 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 January Check Register. There was a discussion about percentage of 2023 fees that had been collected. A property owner asked about the possibility of raising the Annual Maintenance Fee and linking it to inflation in the future. The Board agreed that it is something to be considered and they would be asking their attorney for advice on the matter.

**Permits and Compliance Report – Paul Warren**

There were six permits issued during January.

Non-Compliance fees continue to be assessed when necessary to property owners who are in violation of CCPOA Deed Restrictions, Policies, and Regulations.

**Maintenance Report for January 2023 – 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 Brush Pit.
4. Repaired sink in restroom at Park 1.
5. Repaired/rebuilt fence at Brush Pit.
6. Installed baseboard/trim at Community Center.
7. Repaired cleaning table water line at Boat Ramp.
8. Trimmed trees in Cape.
9. Repaired Front Gate.
10. Replaced wheels on Construction Gate.
11. Repaired toilets at Park 1 and Park 2 restrooms.
12. Purchased asphalt and crack sealer to repair roads.

No questions were asked about the report.

**Legal Report – Robert Johs**

We have no further update on the Cape's attorney's protest to Jackson County's Appraisal district in Edna for the 2022 property tax appraisals for all common grounds, etc. owned by the Cape. We paid the property taxes according to the amount our attorney determined.

**Old Business**

There was no old business.

**New Business**

After a discussion about construction projects not covered by the existing Permits and the use of heavy equipment on many of these projects, Mr. Johs made a motion that the Board add a General Remodeling

Permit and Fee with a sliding scale of \$50-500 to be determined by the Architectural Control Committee and revising the Construction Permit Policy by deleting the sentence “If using vehicles or equipment that weigh less than 36 tons and the project is not listed below under Building Permit Fees, then a permit is not required.” Mr. Taylor seconded the motion. It passed unanimously.

The Board reviewed bids received to reroof the Office and Pool Cabanas. Mr. Schroeder made a motion of accept the lowest bid by Diaz Construction. Mr. Johs seconded the motion. The motion passed unanimously.

**Property Owners Registered to Speak** – The property owner registered to speak did not attend – they had worked out a solution to their problem with a neighboring property owner before the meeting.

**Schedule future meetings**

There will be a Working Board Meeting on Thursday March 9, 2023, at 1:00 in the Community Center. The next regular Board of Directors Meeting will be March 15, 2023, at 6:00 p.m. in the Community Center.

The meeting was adjourned at 6:50 p.m.

Respectfully submitted,  
Bettie Sanders, Scribe

/s/ Pam Stewart  
Approved

March 15, 2023