

**CASTLEGATE HOMEOWNERS ASSOCIATION
COLLEGE STATION, TX 77845**

MINUTES

**ANNUAL MEMBERSHIP MEETING
CASTLEGATE II EVENT CENTER
MONDAY SEPTEMBER 14, 2015**

CALL MEETING TO ORDER:

The meeting was called to order at 7:02pm by Kory Ashcraft, the current HOA president. Kory thanked everyone for coming and introduced the current HOA board to those present. A quorum was not established at this meeting. Everyone reviewed the minutes from the last HOA meeting that was held on September 08, 2014, the minutes were approved, no changes were made. Kory recruited 2 volunteers to help count the ballots.

COMMUNITY UPDATES:

James Robertson, Graduate Traffic Engineer with the City of College Station spoke about the no parking signs that were installed on Ravenstone, Appleby and Edinburgh. He also discussed the traffic light at Victoria and Highway 40. Mr. Robertson stated that the traffic light is currently in the design phase. The light design should be finished in January and the project will be put out for bid. The light will include a right turn lane onto Victoria. He stated that the light will have pedestrian signals and crosswalks will be added at the intersection any other special issues will need to be addressed by TXDOT. He said it was unclear at this time if Victoria would go thru to Wellborn Road, this was up to the developer. Construction is slated for the summer months. He also mentioned that Greens Prairie Road is on the list of capital projects, plans are to widen the road to 4 lanes. He also addressed the concerns about the construction traffic on Victoria. He said that no funds were allotted for repairs at this time.

College Station Police Officer Andy Drake also addressed the community. He informed the group that according to The State of Texas, a golf cart is a motor vehicle. You must have a valid driver's license to operate it on a roadway, it needs a reflective device on it and it must be illuminated from 500 feet away after dark. He said if you see a golf cart that appears to be breaking the law, call the non-emergency phone number, 979-764-3600, and let them know, they will send out an officer to investigate. The board agreed to post "no motorized vehicle" signs on the walking trail to help with the issue. He also spoke about solicitation within the community. He said if you do not want a solicitor to come to your door you must post a "no solicitation" sign on your personal property. The signs at the entrances of the community are not enough. Every solicitor must have a laminated badge with their picture, name, signature and ID# on it. The badge must also be clearly visible. Solicitation can only be done between 9:00am and 5:00pm. These rules do not apply to the scouts, schools or politicians. He stressed calling the non-emergency line if you have any concerns about solicitors. Typically, concerns or complaints usually mean relocation of the person. He encouraged the community to use the nextdoor.com website. He also said that we are on Beat 80. They are working with city management to split the Beat and add additional officers. He recommended that the HOA send a letter requesting additional officers. The HOA board agreed to do this. He also addressed concerns over a home on Kendall Green that appears to have a lot of traffic and local law enforcement have been seen at the property on numerous occasions. Officer Drake stated that they are aware of the property.

REPORTS:

President:

Kory gave an update on the completed community projects the board had addressed throughout the year. He said that rock landscape berms were installed across from the Castlegate Park on Castlegate Drive, complete with new plants and mulch. All of the cypress trees were removed on the esplanades at Kendal Green and Ravenstone Loop. The areas were replanted with live oak trees. A trench was also dug behind Amberley in the gas easement to improve drainage. A new light fixture was installed at the entrance off Greens Prairie to better light the flags and the entrance lights were redone along with the replacement of the lights at the Highway 40 entrance. The Highway 40 planters were also moved to include the lights to prevent further damage to them. Irrigation was relocated at Lancaster and Amberley.

Treasurer:

Krystal reviewed the 2014 financials. She stated that we ended 2014 about \$5000.00 under budget. We were able to transfer funds to the maintenance account and hoped to continue to do so. At this time, we were on budget for the 2015 year. The lights at Highway 40 had to be rebuilt and were an unexpected expense. She also stated that the irrigation repairs thus far are under budget as well as the utility expenses due to all the rain. Currently the maintenance account has a balance of \$20,012.04.

Management:

Sandie was unable to attend the meeting so Krystal addressed the community with Sandie's information. Currently the number of residents is 770; the number of rentals is 55. This is down from 64 rentals. There are 10 builder lots, 8 are in the gardens and are under construction. The other 2 are not in the gardens, one is a custom and the other is for sale. She stated there are no new liens and we were able to collect on 3 liens from the past, currently there is 1 lien in place and the homeowner is making payments. She also said at this time there were no foreclosures. Krystal also discussed the process and procedure for the Landscape Contract for 2016-2018. The management company contacted 5 local commercial landscape companies that were certified/licensed in irrigation; they were all emailed a packet with the scope of work and a highlighted map of the community. They were emailed a reminder of the due date. Only 1 company submitted a bid. The board discussed and reviewed the only submitted bid. The landscape contract was approved for 2016-2018 with Greener Images.

COMMITTEE ANNOUNCEMENTS:

Fishing Tournament was held in June, everyone enjoyed the day.

Trash Clean Up Day, we need a committee chair and volunteers.

Spring Festival was held in March, over 2000 Easter Eggs were put out, and there were over 300 families present. Easter Eggs were put out, Chick fil A was there as well as a rock climbing wall, face painting, a bouncer, and a petting zoo. Special thanks were given to St. Joseph for helping to sponsor the event.

Fall Festival is scheduled for November 15th from 2:00 to 4:00. Krystal asked for volunteers and encouraged all homeowners to attend.

TOPICS TO DISCUSS:

There were no Topics to Discuss submitted so discussion was held on items that were brought up from the survey:

The Castlegate II Aquatic Center is available for residents of Castlegate I for a membership fee, there are lifeguards on duty and it is open Memorial Day thru Labor Day.

Agreed Upon Procedure Krystal stated that bids were taken to review the financials of the HOA. The 2013 and 2014 books were reviewed by **Brewer, Eyeington, Patout & Co.**, a report was prepared. There were no discrepancies to report.

Community Survey Review Michelle discussed that we had a 28% response rate, most people stated that they moved to Castlegate because it was a safe area, they enjoyed the walking trails and liked that it was managed by an HOA. The overall concerns were the appearance of the fences on Victoria, the condition of Victoria itself due to construction, more frequent trimming of the walking trail, pet waste on the walking trail and the concern over golf carts on the walking trail. The survey also has the board exploring the lighting options along the trail. Michelle discussed the fencing on Victoria and the expense to install a new fence as well as the cost to stain the fence every 2-3 years. She told the group this was something we would need together a lot more information on especially the cost involved with the fence. She discussed the concerns at the park as well; she told the group that the underbrush was trimmed by the city, not the HOA. The park is mowed 36 times during the year by a contractor the city has hired. All maintenance of the playground equipment, tennis courts, lights are done by the city, not the HOA.

ANNOUNCEMENTS:

Kory resigned his current position. Kory read the results of the **voting**. The new board will be Joe Guerra, Steve Santos, and Nick McKernan. Michelle Pannell will serve her 2nd term and Krystal Broussard will serve her 2nd term.

ADJOURMENT:

A movement was made to adjourn the meeting, the movement was seconded. The meeting was adjourned at 8:45pm.

DOCUMENTS GIVEN OUT AT THE MEETING:

Ballot
Agenda
2014 Profit and Loss
2015 Budget
2015 Profit and Loss
Description of Budget Accounts