

**CASTLEGATE OWNERS ASSOCIATION
4490 CASTLEGATE DRIVE
COLLEGE STATION, TX 77845**

MINUTES

**MEETING HELD ON THURSDAY, JANUARY 11, 2018
OFFICE OF NEIGHBORHOOD PARTNERS**

Members Present: Nick McKernan, Jared Jones, Krystal Broussard, Doris Guetersloh, Chad Applewhite, and Sandie Miller and Lorena Spicher representing Neighborhood Partners

Proceedings: Meeting called to order at 6:30 PM by Nick McKernan

Discussion:

A quorum was established.

The minutes from the previous board meeting held on October 19, 2017 were reviewed. The minutes were previously approved via email. The board decided to try to get the minutes typed and sent out for approval as quickly as possible after the meetings. This will help in getting them posted timely on the website and available for review.

Treasurers Report:

Kyle Amos was not in attendance; Sandie was able to give the financial report. She reviewed all Financial Reports; she stated new Christmas lights had to be purchased for the main entrance, which put us over budget on that item as well as some lights for the Hwy 40 entrance. Fountain repairs, irrigation repairs and utilities were all over budget. We finished the year with a little extra income and a few more expenses than budgeted for, thus we were only able to move \$5,000.00 into the maintenance account. Some discussion was had concerning the 2018 invoices that went out in December. Nick suggested clarifying the amount due in the body of the email that is being sent to the homeowners. Nick made a motion to approve the financials, Jared seconded, and the financials were approved.

Management Company Report:

Sandie reviewed the A/R amounts. Invoices were sent out for \$250,500.00, currently the 49% of the homeowners have paid. The balance due is \$126,600.00. 67 payments were made by credit card thus far. There is a past due balance of \$866.37, this is the balance owed for finance charges and fines.

Lien Status: There is a total of \$1,538.70 due, 2 liens placed in July 2017- 4200 Middleham and 2311 Kendal Green

Statues of Concerns: The board was also told at the last meeting that The Gardens electricity meter has been being billed on the Castlegate utility bill. This has been happening for some time. After discussion with the HOA attorney, we will not be able to collect finance charges or late fees on this debt. The Gardens is unwilling to pay the amount owed to Castlegate because there was no contract in place. The board agreed we cannot drop the debt owed to Castlegate, and we would be willing to meet The Gardens in the middle. Nick made a motion and Jared seconded for Sandie to present this to The Gardens Board. At this time, we are still in agreement to continue to maintain the area to the left and right of The Gardens entrance and trim the walking trail here as well at no charge to The Gardens.

Committees:

Spring Cleanup is set for March 24, 2018. This event will partner with The Big Event. Sandie will send out an email asking for a coordinator, if there are no volunteers, Nick has agreed to coordinate the event. Sandie's office will submit the necessary paperwork for The Big Event.

Easter Festival: No Coordinator, Sandie will send an email out asking for volunteers for this event as well.

Fishing Tournament: Jared and Chad (as well as some other community volunteers) will be coordinating this. Jared would like to do it in May, before it gets too hot. He will get a date and get it to Sandie soon.

Finished Business:

The second fish feeder was installed because the first one was stolen. The camera has also been installed to keep an eye on the feeder. We agreed to fill the feeder once a month.

Unfinished Business:

The board reviewed the Park Enhancement Renderings again. Nick and Jared met with Craig and were able to collectively come up with a better design, the cost will be \$14,332.84. This is for both sides of the project. This cost does not include modifications to the sprinkler system, however Craig thinks this will be minimal and will try to use what is in place. These planters will mirror those on Victoria and WS Phillips parkway. Jared made a motion to proceed with the project, Nick seconded. The project was approved, the funds for this project will come from the maintenance account.

New Business:

The HOA insurance company has requested that we post "no swimming" signs at all ponds. We would like to match the signs that are in place. After discussion, the signs shall read:

"Castlegate"

"No Swimming"

“Ponds Restricted”

These shall go on the back side of the post that were previously placed. Krystal made a motion to order the signs, Doris seconded. The motion carried. The Realm signs need to be sanded and painted. Some of the letters have been stolen and the letters need to be replaced. Jared will check with some people he knows about getting a quote to remake the letters and sand and paint the signs. Sandie will get Jared the font and the sizes.

Adjourned at 8:04 PM

Documents given out at Meeting:

Agenda

Minutes from Board Meeting from October 19, 2017

P&L and Balance Sheet as of 12-31-17

2017 Budget/Actual Profit and Loss Comparison

2018 Calendar of Meetings