

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

MINUTES

**MEETING HELD ON THURSDAY, APRIL 11, 2019 OFFICE OF
NEIGHBORHOOD PARTNERS**

Members Present: Jared Jones, Doris Guetersloh, Jason McConnell, Nick McKernan, and Sandie Miller representing Neighborhood Partners

Proceedings: Meeting called to order at 6:35 PM by Jared Jones

Discussion:

A quorum was established.

The minutes from the previous board meeting held on January 11, 2019 were previously approved via email and posted on the website.

Committees:

Landscape -

Nick reviewed the recommendations of the committee for small projects and large projects around the Castlegate Community.

Small projects include solar lighting on the Realm signs, planting trees along Castlegate Drive to replace trees that had died, solar lighting at the pavilions at the back pond, plant additional med/large evergreen shrubs along Victoria between Hwy 40 and Castlegate Dr and plant an evergreen pine in the communal area that could be decorated by members of the community at the holidays, 'community Christmas tree'.

Large projects to include a fishing/observation deck, additional development at the west end of the pond; pavilion or picnic slab, a gravel walkway, butterfly garden, continue 2-3 'eyebrow' plantings.

Discussion was held. The board will review the ideas & estimates.

Yard of the Month –

Sandie reviewed the sign options, prices and various frames in an effort to make them lighter in weight. Frame 1 & 3 are the favored options. Jared asked Sandie to send to those directors who were unable to attend so that a decision can be made.

Fishing Tournament –

Jared advised that the event has been tabled until a date in September due to conflicts with everyone calendar with the school year ending.

Treasurers Report:

The 1st quarter financials were reviewed and approved by Krystal. Sandie emailed all the directors the financials. Jason 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 95% of the homeowners have paid. 124 payments or 15% were made by credit card. Jason suggested that we use Venmo or Zelle as a payment option. This will have to be researched further. The past due balance is \$13,1930.

Lien Status: 2 liens placed in July 2018 to avoid court the accounts have made payments to bring their accounts up to date

Collections of past accounts: 75 collection letters & friendly reminders to new residents were sent in March, 23 certified letters & 27 collection letters were sent in April. Discussion was held on the continued violations for past due accounts. Sandie reviewed the collection history of some 80+ residents that are in collections year after year. Discussion was held to apply a continued violation fee to those who have been past due for more than 2 years. Further discussion to be held at the July meeting.

Statues of Concerns:

- Sandie advised that we have received a certificate of insurance from the developer for the Castle office building at the main entrance.
- A resident advised that a Brazilian family of musicians are performing in the area this fall and asked if this could be put on the website. Discussion was held and while we might invite them to perform at one of our community events, the website is for association business.
- 4404 Belvoir – Jared reviewed his finding of the trees in the common area encroaching on the resident fence. Discussion was held. Jared ask Sandie to get a price to clean out this common area that is fenced at the front of the area; remove trees and replace the broken pickets only. And to also get a quote to remove over growth next to 2200 Carlisle.
- 2325 Carisbrooke – Sandie advised of a previous decision of the board not to allow AC Unit in the front window of the property. Discussion was held. Doris advised that the ACC agreed not to permit this unit. The board supports their decision. The AC unit must be removed.
- 2412 Stone Castle – Review of the submitted diagram to extend the driveway and the directors approve this extension.

Finished Business:

Drainage flume at 4407 & 4409 Amberly was completed, Jared reported that they will be back to do some additional grading.

Drainage flume on Newark (eastside of common area/gas easement off Newark) was completed.

Drainage flume at WS Phillips & Victoria was cleanout of the over growth.

Unfinished Business:

Fencing on flume from WSPhillips to back pond quotes were reviewed. Jason motioned to proceed with Ranch Services for the 6' screen at \$1,685, Jared seconded the motion. The motion carried.

Replace Hwy 40 lights to LED mounted on the wall. Discussion was held, quote from G&W was reviewed to remove existing light fixtures including the 2 lights on columns, provide all materials and install 30 LED up lights mounted on the wall for \$5,430. Jason motioned and Doris seconded the motion. Jared asked for the balance of the board to approve before moving forward.

Hwy 40 Entrance need to be power washed was discussed. Aggieland's quote is for \$916.81. Discussion was held to power wash before the new lights are installed. Doris made the motion to approve, Jason seconded the motion. Jared asked for the balance of the board for approval
Jared advised that he has been in contact with Wallace Phillips about having the Castle at the Greens Prairie power washed.

Drainage at bridge on Castlegate Dr, Amberly to Green Prairie, Amberly & Newark fence lines dig trench plus standing water along walking trail were all tabled to the July board meeting.

New Business:

Landscape Bids were reviewed and tabled. Jared asked Sandie to do a summary for all 5 quotes and send all bids to the board via email. Discussion to be held at the July board meeting.

Adjourned at 8:20PM

Documents given out at Meeting:

Agenda

Emailed;

Comparison

P&L

Balance Sheet