

**THE GARDENS OF CASTLEGATE
COLLEGE STATION, TX 77845**

QUARTERLY BOARD OF DIRECTORS MEETING MINUTES

Wednesday, April 24, 2019 AT 5:00 PM

**Neighborhood Partners Office
College Station, TX**

Directors present

Rob Youker, Tom Melia, JR Torres, Autumn Biggers, and Sandie Miller, representing Neighborhood Partners

Establishment of quorum

A quorum was established
Rob called the meeting to order

Review/acceptance of minutes

Notes from the January 23, 2019 meeting were reviewed and approved via email. Rob motioned to approve the minutes, Tom seconded and carried on February 20, 2019.

Treasurer's report

Tom provided a review of the financial report and 1st quarter comparison reports

- Directors reviewed the price of the 10 junipers (size - 15 gallons each) planted at the entrance, confirming it was accurate to what had been quoted.
- Some of the extra money from the Big Event was used to supplement this project
- Next year's budget will have a line item for "Additional Owner Contributions" in the "Income" section of the budget when money for projects such as the Big Event is received. For the rest of this year this will be added to the "Donation" category of the budget.
- Rick Bennett has been hired to treat the crape myrtles for aphids. This is a once a year service. He is charging \$8 per tree for all of the trees in the common areas and in the front yard of each home in the Gardens (80 trees total). Unused money from the Big Event will be used to cover this service. Bugs will not attach to the trees once they have been treated.
- Lights needed for the Gardens entrance will cost \$800. Currently there is only \$200 in the budget. The remaining \$600 will be pulled from the road maintenance account. This will show in the budget next quarter.
- The Gardens still owe Greens Prairie Investors 2k plus interest but no invoice was received in April as planned. Payment will be made when the invoice is received.
- The Castlegate Owners Association has agreed to allow the Gardens to delay the 2019 payment for the Gardens electric bills dating back to 2014 which was originally paid by them. This money was used to help cover the road repairs.
- Due to lack of funds available in the budget to cover the road repair, three of the directors will pay their 2020 annual dues early to cover this cost and ensure there is \$2-3k remaining in the budget for the upcoming year.
- Autumn motioned to pass, Tom seconded.

Management report

Sandie provided review of management report

- One outstanding balance from homeowner for annual dues. Sandie will continue to send email reminders until remaining dues are received.
- Residential property status
 - Residents – 26
 - Weekend – 1
 - Rentals – 2
- Lien status – none
- Statues on concerns – none

Committee Report

Landscape Committee – nothing to report

Social Committee – nothing to report

Finished Business

Entrance to Gardens

- Landscaping completed

Big Event Projects

- The paint applied on the numbers of the mail boxes needs to be reapplied due to the rain on the day of the Big Event before the paint could dry completely.
- Power washing of sidewalks and gutters needs to be completed around the neighborhood. Due to the rain on the day of the Big Event, the project was not completed.

Unfinished Business

Road repair – status

- Entrance and exit roads are waiting to be cured, then will receive two coats of seal.
- JR is getting an estimate on pavers for the entrance. The board will need to find money for this expense.
- Trucks entering the Gardens are hitting the low hanging tree branches that line the entrance road. Greener Images needs to trim these. Sandie will ask Greener Images about getting this taken care of. This type of service may be covered under part of the current contract. A neighbor should be there when the service is performed to ensure only the branches that need to be removed are cut. Sandie will ask Greener Images if there is a specific time of year trimming for this type of tree should occur. If this service is not covered by our current contract then some of the neighbors will be asked to assist with trimming these branches.

New Business

Rob will ask the Social Committee to look at options for a possible work day event to complete the remaining Big Event projects.

Adjournment

JR motioned to adjourn and Tom seconded.