

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

QUARTERLY BOARD OF DIRECTORS MEETING MINUTES

Wednesday, April 22, 2020 AT 5:00 PM

Via Zoom Meeting

Directors Present

Rob Youker, J.R. Torres, Autumn Biggers, Michael Parker, 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 22, 2020 meeting were reviewed and approved via email. Rob Motioned to approve and J.R. seconded and carried on February 8, 2020. Minutes from email meeting February 28, were reviewed and approved via email. Rob motioned to approve and J.R. seconded and carried on March 31, 2020.

Treasurer's Report

Review of Financial Reports – 1st quarter comparison report

- Residents will be asked to pay \$300 of their annual Garden's HOA dues in advance this year to cover the cost of much needed road repairs. This is not in addition to the annual dues, it is just a portion that will be paid in advance in order to repair the road in the fall.
- \$300 spent for tax service
- No current legal fees
- Autumn motioned to pass budget. J.R. seconded.

Management Report

Neighborhood Partners, Sandie

- 100% residents have paid dues to date
 - There was one over payment and the funds will be sent back to the owner
- One unpaid gate opener. A reminder invoice will be sent.
- No leans
- No concerns filed with HOA Partners Office

Finished Business

- Keypad replacement for the gate, volume lowered
- Lights installed in trees, funded by owner donations

Unfinished Business

- Irrigation repairs
 - Craig from Greener Images informed The Gardens the irrigation system is getting old which is the reason for increased repairs and costs. Additional money may need to be added to this section of the budget in the future. Currently \$1,200 annually is budgeted and in March two repairs totaled around \$600.
 - Consider increasing annual budgeted amount to \$2,000 next year.

- Inspection and repair of irrigation and front yards is completed quarterly by Greener Images.
- Project – Sealing the streets
 - Billing for \$300 from the annual Gardens HOA dues will be done on September 1. An email explaining this advance payment will be sent out a week before the residents receive an invoice, around August 25. The invoice payment will be due within the following 30 days.
 - This will ensure the project can be scheduled for mid-October, before the holidays.

New Business

- Reviewed The Gardens Plat
 - We are responsible for everything from the gates to Castlegate Drive (i.e. plants, irrigation, lighting, etc.)
 - Main Castlegate is mowing area from sidewalk to the street along Castlegate drive
 - In Common Area 1, 2, & 3 Castlegate is taking care of the mowing and irrigation
- Drainage behind Velencia (Castlegate Lots 14A, 15A & 16A)
 - These are Castlegate homeowner lots that are currently not being maintained by their owners. This land backs up to Gardens lots 24 and 23 and is causing flooding concerns for those Gardens residents when there are heavy rains.
 - The problem originates from a dead tree that fell on the back of the Castlegate property owner's lot. The owner has already been contacted once and the response was that when the home in the Gardens was built, it killed the roots/tree so it is not due to the fault of the Castlegate land owner. If the land owner will not allow someone on the land to clear the blockage then the only option is to take the issue to court if the flooding continues.
 - The board is working to determine who is ultimately responsible for these concerns/issues.
 - The Gardens HOA can draft a letter to the owners and request approval dig/dredge along those lots to allow water to properly flow/runoff.
 - Tommy recently dredged along Castlegate drive and it ran \$1,500-\$2,800.
 - There is no money in the Garden's budget this year but possibly in 2021 if the expense is approved to be covered by the Garden's HOA board.
 - Sandie can obtain an estimate. Afterwards a decision could be made to trench 14A only or adding 15A.
- Painting Cedar Fencing
 - A previous Garden's resident painted their fence prior to selling the house.
 - Due to this the board discussed whether there should be a recommendation to set a standard color for the fences.
 - Painting or staining can help preserve the wooden fences.
 - Michael said a portion of his fence had been painted with a solid stain. However, he cautioned against doing this, as not all stains will produce the same quality.
 - A stain would be less maintenance in the future if it was decided this something the Gardens should do.
 - The directors are going to look at different options and discuss at the next meeting.
 - Tom motioned to approve. Rob seconded. The motion passed.
- Welcome Orientation for new neighbors
 - Rob suggested there be some type of new neighbor orientation to welcome new neighbors to the Gardens and also kindly remind them of the neighborhood requirements and standards (plants, paint, fencing, etc.), and that any changes to

the exterior of a home must be approved by the Gardens Board of Directors prior to anything being done.

- The board of Directors discussed having the Hospitality and Care Committee assist with this but determined it would be better for the one or more of the directors to just informally go knock on the door of the neighbors and have a friendly conversation.
- Stef or Vicki will email the Directors when a new owner closes on a home.
- Removal of common area/green space/undeveloped landscape behind Carrisbrooke
 - Autumn mentioned that the undeveloped greenspace behind Gardens Lots 8, 9, and 10 appeared to be getting thinner. A couple Castlegate home owners on other side of the creek/undeveloped greenspace appear to have cleared a portion of land behind their lots. This is a privacy and noise concern due to loss of trees and is intensified in the fall when there is no foliage.
 - Sandie mentioned there had been a similar complaint a few years ago by a previous Garden's homeowner. When the HOA investigated a couple homeowners who houses backup to the greenspace had cleared the areas behind their house so their kids had more play space. At the time there was a determination that if/when the Castlegate homeowners moved they would replant that area.
 - Sandie is going to walk the area with Jared, President of Castlegate HOA to determine if additional land was being cleared.
 - Autumn did not see the original section that had been cleared but confirmed the space is still being trimmed back and mowed. Even if they are not replanting now, it would help if they just stopped maintaining the area and it could start growing back naturally.

Adjournment

Tom motioned to adjourn and Autumn seconded.