

**THE GARDEND of CASTLEGATE
OWNERS ASSOCIATION
COLLEGE STATION, TX 77845
QUARTERLY BOARD OF DIRECTORS MEETING MINUTES
Wednesday, July 22, 2020 AT 5:00 PM
Via Zoom Meeting**

Directors Present

Rob Youker, J.R. Torres, Tom Melia, 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

Minutes from the April 22, 2020 meeting were reviewed and approved via email. Tom motioned to approve and Rob seconded and carried on June 8, 2020.

Treasurer's Report

Review of Financial Reports – 2nd quarter comparison report

- Owners contributions will be added as a line item in the budget and the money will be deposited into the HOA account once all owner donations have been received
- G&W Electric should be sending a bill for the replacement of the electrical box at the fountain. Originally, only the irrigation control was to be replaced but after further examination with Greener Images, both needed to be replaced.
 - The money budgeted for the fountain will be used for the irrigation repairs. The fountain has not needed repairs but the irrigation repair expenses have been increasing.
- \$2,400 will be budgeted for irrigation repairs for the upcoming year
 - This is double the current amount. Greener Images has indicated that the irrigation systems in the front yards are older and will need additional repairs in the future.
 - The fountain repairs budget item will be reduced to \$500 this will allow \$600 to be used for irrigation repairs elsewhere.
- J.R. motioned to pass the budget and Rob seconded

Management Report

Neighborhood Partners, Sandie

- No leans
- New residents at 2316 Scotney, 4320 Velencia, & 2312 Scotney
- One unpaid gate opener. A reminder invoice will be sent.
- No concerns filed with HOA Partners Office

Finished Business

- Two meters on Scotney not being used. This will be addressed at a future meeting.

Unfinished Business

- Sealing the streets
 - HOA will send reminder to owners prior to billing on August 25
 - Invoice will be sent on September 1, and should be paid within 30 days
 - All funds should be received by October 1, which will allow the project to begin in the Fall
 - Rob and J.R. will work with contractor to get the repairs scheduled

- Drainage behind Velencia Lots 14A, 15A, and 16A continues to be a problem
 - The creek between Castlegate Drive and Hwy 40 is being cleaned and trenched
 - Sandie will ask Tommie to walk through the area of concern and propose potential solutions to enhance the creek flow in order to eliminate the drainage issues for those residents
- Cedar fences
 - Some of the cedar fences in the Gardens are in need of repair or have been stained, painted, etc.
 - Discussion will be taken to the Annual HOA meeting in order to solicit feedback from residents.
- Leak in the cul-de-sac on Scotney Ct.
 - There is a leak under the street in the cul-de-sac on Scotney Ct. between the meter box and esplanade
 - The water has been turned off but Greener Images turns it on for 20 minutes on Wednesday and Friday to water the plants in the circle
 - J.R. is working to get estimates on the repair in hopes that it can be repaired while the streets are already torn up for repair and sealing

New Business

- Discussed the Gardens plat and fence lines around the neighborhood to go over what is considered common area versus residential
 - Each resident is responsible for the maintenance and repair of the fence around their property, including the fences that border a common area
- Residents have noticed an increase amount of foot traffic in the Gardens since March (start of COVID quarantine). Non-residents are entering through the side gate which is unlocked.
 - Most are just walking through but some are young adults/teenagers that are lingering around the fountain. There were concerns voiced about the liability if a non-resident were to get hurt within the Gardens since it is a private street.
 - It was suggested a lock be added to the side gate. All directors supported this idea and will look into potential options for a keypad type lock.
 - Keypad is expected to cost \$900-\$1,200
 - A temporary combination lock can be used short term
- Replacement bulbs need to be ordered for the lampposts
 - The lamppost at the intersection of Velencia and Scotney keeps tripping
 - Sandie will order and pay for these using the remaining owner contributions
 - A lift will need to be rented in order to safely replace bulbs. Mike and Kade have volunteered to replace the bulbs in lieu of hiring a company to perform the service.
- Discussed allowing short term rentals of homes (i.e. VRBO/AirBNB for Aggie game day weekends, graduation, etc.). This was not supported by any of the directors. There is nothing preventing this type of short term rental in the covenants but this can be amended by obtaining 60% of the resident's signatures.
 - The Castlegate HOA frowns upon any rental less than 30 days

Adjournment

J.R. motioned to adjourn and Autumn seconded.