

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

MINUTES

**MEETING HELD ON THURSDAY, OCTOBER 08, 2020
OFFICE OF NEIGHBORHOOD PARTNERS**

Members Present: Jared Jones, Krystal Broussard, Rich White, Denise Woodard, Doris Guentner-Guetersloh via phone, Bahman Yazdani via phone and Sandie Miller and representing Neighborhood Partners

Proceedings: Meeting called to order at 5:33 PM by Jared Jones

Discussion:

A quorum was established.

The minutes from the previous annual meeting held on September 14, 2020 were reviewed and approved via email.

Bahman motioned to approve the minutes, and Richard seconded the motion. The motion carried and the minutes were posted on the website.

Treasurers Report:

Doris gave the financial report. She reviewed all financial reports and stated we showed to be right on track ending the third quarter. Income was a little higher than budgeted due to collecting some liens that were filed. Also noted was deed restriction income was significantly more than planned. The repairs to the fountains and lakes is currently less than budgeted as well. We are still planning on making a transfer into the maintenance account at the end of the 2020 year, the amount will depend on the remaining expenses. Currently, the Maintenance account has a balance of \$36,911.44. Denise made a motion to approve the financials, Rich seconded, and the financials were approved.

Management Company Report:

Review of A/R:

Sandie reviewed the A/R amounts. There is \$3,250.83 outstanding from fines and past due homeowner dues. There is also \$18,891 due from Castlegate II for pond clean up and improperly placed irrigation that Castlegate I unknowingly paid for a period of time.

Lien Status: We have 3 liens filed. 2 are from 2019 and the homeowners are making regular payments, 1 lien is from 2020. The 2020 lien, the homeowner has not made payments and is set for small claims court. 4 liens that were filed in 2019 have been paid in full and released, 1 lien from 2020 was settled in foreclosure.

Property Status of 834 lots: We have 0 builder lots in the Gardens, 732 lots owned and lived in by the homeowner, 94 Rental properties, 8 Weekend homes, Sandie noted the number is down from previous reports.

Statues of Concerns: None

Committees:

Fishing Tournament: Hoping to have in the spring. We plan on stocking the back lake before the event. Have a bid from Trophy Fisheries for \$3000.00.

Yard of the Month: Dennis is doing a great job with this and it is going strong. He will do Fall yard of the month and Christmas Lights.

Fall Festival: Cancelled for this year due to COVID-19.

Finished Business:

Annual meeting went well, we had a great turn out at the Yard venue. The walking trail addition at Carlisle has been completed. The contractor has a few clean up items to take care of. Jared has set up a Facebook page for Castlegate. It is a private group and you must be approved to be a member. The drainage issue at Carisbrooke and Carlisle is done. The contractor couldn't get equipment in there due to the creek curving so much. They were able to clean out a lot of debris and trash and it is flowing better.

Unfinished Business:

We have billed Castlegate II for the irrigation charges. We offered a payment plan; they have not responded. Jared will try to make their annual meeting on October 13. They will have a new board coming on and a new management company. The city wanted Castlegate to take over the city park at the main entrance. We would like the entire area deeded to us. Currently we take care of the water pump, the water in the fountains and the fountains themselves. The city mows the area. We will revisit this in January 2021. The Flag Poles will need to be moved before the construction of Greens Prairie begins. We are getting bids on this and will budget for this as necessary. We discussed completing a few more projects before the end of the year. Discussion was had on the replacement of trees and bushes on Victoria, cost \$4,481.55. Removing a dead tree at Donnington \$54.13 as well as the dead tree at the Castle \$325.00. These items have been approved and will be completed this year. We will hold off on any more landscaping to the back pond, this will be budgeted for 2021.

New Business:

We reviewed the bids Doris had provided concerning trash removal and dog waste. We agreed to get a bid from our current vendor and compare them to each other. Also reviewed was the bid from the Trophy Fisheries. They will dye the ponds monthly for \$320.25. This includes dye and the trip fee. We have this in the budget. Denise made a motion to approve and Krystal seconded. This bid was approved.

The castle was deeded over to the community on 9-23-20 and the legal paperwork was filed with the court. Jared, Sandie and other board members have been meeting with contractors and getting bids on the necessary repairs that need to be made. The castle needs to be pressure washed, painted, needs new flooring, and the electrical needs to be updated. We have 3 bids for power washing, 3 bids for painting, 4 bids for flooring, and 2 bids on electrical.

After discussion, Bahman made the motion to proceed with repairs, the motion was seconded by Denise. We will have all repairs done and have a new window blind put in the bathroom for a cost of \$18,809. We have a prospective renter for the west wing. Rent to be \$750.00-\$800.00 including utilities. We may have a renter for the east wing as well.

The 2021 Budget was discussed in detail and reviewed. Cleaning of Culvert needs to continue to be done quarterly on Amberly. This is keeping the area draining and free of problems. Landscaper is requesting mulching twice a year instead of once. This is done in most communities. The doors on the turrets at Hwy 40 are rotted and need to be replaced, this should be around \$650.00. We would also like to complete some of the landscaping around the back pond. Suggestions include adding several more eyebrow areas, additional trees around the pavilions, and a concrete border. Sandie will make revisions and send out for vote via email.

Adjourned at 7:15 PM

Documents given out/emailed prior to Meeting:

Agenda

2021 Calendar of Meetings

P&L and Balance Sheet as of 9-30-2020

2020 Budget/Actual Profit and Loss Comparison