

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

ANNUAL MEMBERSHIP MEETING MINUTES

Wednesday, September 23, 2019 at 6:30 PM

The Gardens – Guest Parking Area

Directors Present

Rob Youker, J.R. Torres, Tom Melia, and Autumn Biggers along with Sandie Miller and Debbie Loewe representing Neighborhood Partners

1. CALL MEETING TO ORDER

- A quorum was established
- Rob called the meeting to order
- Volunteers were recruited to count votes (Kade Gibson and Cheryl Brown)
- Minutes from the September 25, 2019, annual meeting were approved via email and posted to the website after the meeting last year

2. REPORTS

- Tom (Treasurer) reviewed 2020 Budget Comparison report
 - The 2019 financials are posted on the website and the 3rd quarter financials will be posted soon
 - The biggest expense this year will be re-paving the streets. This was originally scheduled for Fall of 2020 but has been postponed to March 2021 due to weather and other expenses
 - Additional expenses include coating of the streets, replacing entrance pavers which are currently holding water, and adding a keypad lock at the pedestrian gate
 - The Board of Directors has looked into several options in an effort to reduce the cost of the street repairs such as repairing only a few sections at a time and using concrete
 - It is estimated the re-paved streets will need additional maintenance with two years. The streets are just so dry at this point.
 - There were no questions on the budget
- Management Report reviewed by Sandie Miller
 - All resident have paid the annual dues
 - \$300 has been billed for the road coating
 - The castle building at the main Castlegate entrance was signed over to the Castlegate HOA
 - Construction for the widening Greens Prairie will begin at the first of January
 - This will encompass 25 feet of the main Castlegate entrance
 - The construction is expected to last two years
 - The HOA office will be moving from its current location in January. The new location is TBD.

3. COMMITTEE ANNOUNCEMENTS

- ACC Committee – Jack Smart
 - Reminder – if a homeowner is going to make any modifications to their home/property, including the front yard, backyard or fence, prior approval will need to be obtained from the ACC
- Hospitality & Care – Shonda Gibson
 - GroupMe and contact information provided
 - Wants neighbors to know they are here to help during difficult times
 - Currently reaching out to neighbors when notified
- Lake & Lighting – Michael Parker (Rob presented on behalf of Michael Parker)
 - Currently there are no issues with the fountain
 - Lightbulbs in the light posts have been replaced
 - Lighting around the trees surrounding the pond and the cul-de-sac was installed by Michael and Kade.
- Landscape – Cinda Youker and Linda Prewitt
 - Committee is looking into long term options for the front entrance. The trees at the entrance are old and dying.
 - The committee has a budget of \$1,500 which is being saved in case an emergency replacement is needed
 - In the future when there are additional funds, the focus will be on the Garden's entrance
- Social Committee – Michelle Smart
 - Nothing is scheduled at this time due to COVID

4. COMMUNITY UPDATES

- The following is what was accomplished with last year's budget:
 - Light installation across the Gardens
 - Painted gates
 - Replaced keypad at the entrance
 - Replaced breaker box and irrigation box
- Identified an individual service provider to properly stain the garage doors (his contact information is provided in the handouts)

5. NEW BUSINESS

- The Garden's biggest expense is always lawn care and irrigation
 - The budgeted amount for these expenses was doubled due to increasing irrigation repairs
 - If you notice a leak please call Sandie at the HOA immediately
 - Several residents voiced the following concerns over the service being provided:
 - Uneven grass length
 - Ruts when mowing occurs after/during a rain
 - Increasing weeds
 - Weed control is currently provided twice a year
 - Currently the Garden's is using a separate company to spray aphids on the crepe myrtles
 - It will take a little more time for the treatment to eliminate all of these
 - Future major expenses will include:
 - Street repairs
 - Replacement of dying pear trees at the front entrance
 - Fountain repairs

- A suggestion was made to look into a solar pump to power the fountain to cut down on utilities
 - Key pad lock at pedestrian entrance
 - Brick pavers at entrance
 - New call box with remote sensor options
- Budget Updates
 - When the HOA was handed over it came with a note from the developer that we have been paying down. We now only have one final payment of \$2569.
 - The main Castlegate HOA had been receiving all of the Gardens electric bills. This mistake was identified and corrected a few years ago but we are still in the process of making annual payments to pay back the Castlegate HOA. We are down to a \$1,851 balance.
 - Once these are paid, there will be an additional \$4,500 available in the budget
 - Annual Gardens HOA dues will be increasing by 7.5% (\$124.80 per year). This is roughly \$10 per month.
 - The increase was implemented to prevent asking for additional donations throughout the year.
 - With this increase and paying off the items listed above there will be an additional \$7,000 in the budget next year.
 - The street lights are being replaced with LED bulbs which will save us on future electric bills. The money for these is coming from the remaining donations. Options for painting the lamp posts are also being reviewed.

6. TOPICS TO DISCUSS (see attachments)

- Reminders:
 - Keep gas lamps lit
 - Strongly encouraged to purchase the wind protector kits from the light manufacturer
 - Call Rob, J.R. or Kade if you need assistance
 - Do not park around the cul-de-sacs. In an emergency situation the emergency vehicles would not be able to get down the streets.

8. ANNOUNCEMENTS

- Results of election:
 - Rob Youker will continue to serve as President
 - J.R. Torres will continue to serve as Vice President
 - Tom Melia will continue to serve as Treasurer
 - Autumn Biggers will continue to serve Secretary
 - Michael Parker will serve as the Alternate Member for Board of Directors

9. ADJOURNMENT

- J.R. motioned to adjourn and Autumn seconded