

The GARDENS of CASTLEGATE OWNERS ASSOCIATION
COLLEGE STATION, TX 77845
QUARTERLY BOARD OF DIRECTORS MEETING MINUTES
Wednesday, January 27, 2021 AT 5:00 PM
Via Zoom Meeting

Directors Present

Rob Youker, J.R. Torres, Tom Melia, Shonda Gibson, and Sandie Miller, representing Neighborhood Partners

Establishment of Quorum

A quorum was established
Rob called the meeting to order

Review/Acceptance of Minutes – Shonda Gibson

Minutes from the October 28, 2020 meeting were reviewed and approved via email on January 6th. Tom motioned to approve the minutes, JR 2nd and carried on 11/6/2020 via email

Treasurer's Report – Tom Melia

Review of Financial Reports and 4th Quarter Comparison Report.

Comments: The HOA office does manual banking, not electronic. They may look into it as option to reduce costs.

JR motioned to approve and Rob seconded and carried.

Management Report - Neighborhood Partners, Sandie Miller

- 2021 Calendar – everyone is good with the dates scheduled.
- Review A/R Cash Reserve billing \$900 past due 2021 Annual Dues \$14,750 (actually due by March)
- Lien Status – 0
- Resident Property Status - 29
 - Residents - 24
 - Weekend - 3
 - Rentals - 2 4311 Velencia rented until April, 2305 Scotney
- New Residents
 - 4311 Velencia - Gabriel and Sheri Apodaca – should be moving into home in May
 - 2306 Scotney – Lovell (We do not have phone # or any registration information - no response to emails 1-18 and 1-20 and we need to update gate) *drop of sympathy note

Finished Business

- Project - Sealing the streets – still on for March
- Billed Cash Reserves/Maintenance Fund 2021 \$300 – billed but 3 have not paid, no interest added yet – will wait until March to assess due to notation in the bi-laws.

Unfinished Business

- Project - Sealing the streets – March sealcoating. Rob is communicating with seal coaters, and will communicate with residents about timing and preparation.
- Promoting more residents to join GroupMe: maybe 50% are using the app. We can put letters out and volunteer to help set it up.
- 2021 Crepe Myrtles Maintenance Schedule - Treat 80 crepe myrtles for aphids – cost is about \$692, and he does a drive by to check on them. JR said they are not looking good all over the neighborhood. Would it be less expensive and more effective to do it twice a year?
- Security Lock at pedestrian front gate. Tom has done the research. Less than \$600 for a unit that is a single 4-digit code. Can use the funds from the Maintenance/Repairs/Road/Gate fund (\$500), also about \$100 from miscellaneous, and about \$48 from owner's contribution. Sandie will order the lock – Rob will send the information. JR will arrange to get it installed.
- Realtor sign outside of gate is not allowed. Cinda called the realtor removed the sign.

New Business

- Discussion on repair of pavers at front street. In order to do it correctly, JR said they may need to be pulled up and explore what is going on under. Tom said it was repaired (2018) when the gates were repaired, and may be sand underneath. Sandie reported it was under \$300 to repair in 2018. JR will get a bid on repair. Shonda mentioned the water standing due to excess sprinkler system in the common area. Need to talk to landscapers about sprinkler setting.
- Fountain Maintenance Suggestions – Options: get a new fountain that pumps from top, muck out what is in the area, or pump out all water – clean and re-fil? How much would it cost? JR will get some bids.
- Greener Images Contract Renewal / Changes? / Pricing? Auto renewal each January 1st. The board needs to review the contract/services that are outlined on an annual basis. Add as a standing agenda item each April to review and approve.

Adjournment

Rob motioned to adjourn at 6:08.

Documents:

Emailed: Agenda

4th Quarter Comparison Report

P&L Report

Balance Sheet

2021 Budget