

**THE GARDENS OF CASTLEGATE OWNERS ASSOCIATION  
COLLEGE STATION, TX 77845  
QUARTERLY BOARD OF DIRECTORS MEETING MINUTES  
Wednesday, July 28, 2020 AT 5:00 PM @ Management Office**

**Call to order 5PM**

**Directors Present**

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

April 28, 2021 meeting was canceled, financials approved via email and posted on website.

**Treasurer's Report – Tom Melia**

Review of Financial Reports and 2<sup>nd</sup> Quarter Comparison Report.  
Discussion held on balance of note for Green Prairie Investors – balance will be paid off effective with the August payment.  
Rob motioned to approve and JR seconded and carried.

Sandie reviewed the management notes on the Accounts Receivable and the 3 new residents.  
Discussion was held on the 2022 Budget. Sandie made the notes on numbers to adjust per discussion.  
Rob and Tom will review the changes.

**Management Report - Neighborhood Partners, Sandie Miller**

- 2021 Calendar – everyone is good with the dates scheduled.
- Review A/R \$0
- Lien Status \$0
- Resident Property Status - 29
  - Residents - 25
  - Weekend - 3
  - Rentals – 1 @ 2305 Scotney
- New Residents
  - 2306 Scotney – John and Marjorie Moreno 4/22/2021
  - 4316 Velencia – Justin and Amanda Stewart 5/5/2021
  - 3421 Velencia – Willian and Lynn Robinson 7/1/2021
- Discussion on 2022 Budget – Sandie made the notes and will make adjustments. Rob and Tom will review the changes.

**Finished Business**

- Project - Sealing the streets completed in June.
- 2021 Crepe Myrtles Maintenance Schedule - Treat 80 crepe myrtles for aphids June 23.
- Early summer – balanced fertilizer, iron, insecticide and post emergent week control June 23.

### **Unfinished Business**

- Discussion on repair of paver section at front street.
  - JR will get a bid to repair
  - Concern is the standing water that is coming from the sprinkler system. Rob will talk to Craig?
- Greener Images contract renewal coming up in September instead of the date noted in the last minutes (January) – if we have changes to the 2017 signed agreement, it will be due by August 20<sup>th</sup>. Shonda agreed to seek out a few bids for comparison.
- Fountain maintenance seems to be ok for now, so we put this on hold for now.

### **New Business**

- Rain gauge issues – perhaps we need a water evaluation and recommendations. Sandie will contact the city to see if Jennifer Nations can come and speak at our annual meeting. We can also discuss the need to adjust sprinkler setting or turn unit off in the case where homeowners do not have rain detection gauges. J R agreed to contact an engineer to obtain information/estimates on installing a storm drain at the end of the south cul-de-sac that would connect to the existing storm drain at the Torres house, hopefully allowing residents that currently pump into the street to connect to the new storm pipe directly.
- Youker Vitex tree note - \$3,243. We should have enough reserve funds to pay this off at the end of the year.
- Future road maintenance. JR shared concrete prices, and we all agreed that it is out of our budget. Other options were discussed.
- Gas lamps – more than 80% are not lit. Could we find a plumber to give us a bid to inspect, repair, and light all of them – at each home owners' discretion and independent billing? Sandie said she would contact someone and share the number.
- The Gardens' 2021 Annual Meeting will be held on Wednesday, September 8th, 2021 at 6:30PM. We will reach out to the social committee to possibly plan an event.

### **Adjournment**

Rob motioned to adjourn at 6PM

### **Documents:**

Agenda

2021 Budget

Emailed:

2nd Quarter Comparison Report

P&L Report

Balance Sheet