

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

**MINUTES**

**MEETING HELD ON THURSDAY, October 14th, 2021  
OFFICE OF NEIGHBORHOOD PARTNERS  
CASTLE/COMMUNITY CENTER**

**Members Present:** Denise Woodard, Krystal Broussard, Nick McKernan and Sandie Miller representing Neighborhood Partners

**Proceedings:** Meeting called to order at 6:15pm by Krystal B.

**Discussion:**

The minutes from the previous meeting held on July 8th, 2021, were reviewed and previously approved via email by the Board Members.

**Treasurer's Report:**

Krystal reviewed the Financial Report and a motion was made to post this to the website by Nick and the motion was seconded by Denise and carried at 6:22pm.

**Management Company Report:**

Review of A/R

Sandie reviewed the A/R amounts. There is a current balance of \$4,430.64.

Lien Status

2338 Kendal Green

2400 Lancaster (\$1,130.48 filed in small claims court)

4200 Middleham (\$1,130.48 filed in small claims court)

4410 Pickering – made payments leaving \$58 on the 2021 dues balance, however an additional \$600 in fines has also accrued.

**Two board members will need to attend the above court hearings, Sandie will send out an email request once dates/times have been set.**

Property Status of 834 lots

We have 0 builder lots in the Gardens, 738 lots owned and lived in by the homeowner, 89 Rental properties, 7 Weekend homes. (6:25pm)

Status of Concerns

Annual Meeting Follow up items:

1. Barbara Moore from the city is working on the suggestion for a dedicated bike lane along Castlegate Dr.
2. The Green's Prairie Road project will be done by Larry Young Paving and is set to start in December 2021.
3. The intersection of Victoria & HWY 40 will be monitored & adjusted due to the additional traffic expected from closure at Castlegate Dr.

Other items of concern:

4. Vandalism has occurred at the sites of several irrigation boxes where they have been opened and all wires pulled out.
5. Several breaker boxes have also been opened and damaged and locks are now in place on all of these as a deterrent.
6. No continued violations at 2368 Kendal Green – all violations cured.
7. At 2439 Newark there continue to be violations regarding lawn maintenance and grass in the seams of the driveway. Notices have been sent and fines will ensue as these have been long term problems.

(6:30pm, Bahman also arrived and was present remainder of meeting)

***Committees:******Yard of the Month***

Winners are selected monthly through November and then 4 in December for holiday lights and decorations will also be chosen.

***Fall Festival***

Many thanks to Krystal and Denise for coordinating this. Date set for October 24th.

***Landscape***

Nick suggested that the dead holly trees along Victoria be replanted this winter. Ongoing improvements including 2 additional eyebrow plantings, a mulched wildflower area and additional crepe myrtle plantings to prevent vehicular traffic will also be considered in 2021-2022. (6:42pm)

***Finished Business:***

1. Irrigation pipe under the road at Pickering Esplanade has been repaired.
2. Annual meeting completed. All agree that a similar format be used again next year and Denise suggested that better introductions of Board Members occur prior to the start of the meeting.
3. A plan was accepted to plant additional trees around the back lake (completed via email) and 14 were planted on 10/13/21.

***Unfinished Business:***

We have billed Castlegate II for the \$18,000 in irrigation charges which they accrued on our meter over several years until this was discovered and corrected over 2 years ago. We offered them a payment plan and Jared also attended their annual meeting but was not given time to address this. At this point the plan will be to:

1. Hire an attorney with no COI who lives outside of the community
2. Have this individual send letters requesting the payment be made in full or the payment plan honored.
3. If no response to this court options will be explored about how to recover these funds.
4. \$5,000 of the 2022 budget will be set aside for potential legal fees

Landscaping around the Castle (entryway) also needs to be replaced. This will be completed once security cameras have been installed and are functioning. (6:52pm)

***New Business:***

2022 Proposed Budget was discussed and Denise motioned that it be accepted and posted to the website. Bahman seconded the motion. One significant cost we anticipate for next year is replacement of the HVAC system in the Castle (>20yrs old) which will be \$14,000.00. (7:15pm)

Improvement of Common areas will also continue with back lake/park landscaping, replanting dead landscaping in the common areas, repairs to the walking trail, repairs of the "Realm Signs" and entry Castle and securing the concrete benches around the community.

***Adjournment:*** (7:18pm)***Tabled Items:***

Donnington Esplanade \$5,750 recommend holding for Greens Prairie widening  
Entrance – City Park status to see if the land can be deeded over to the community to maintain instead of the city continuing to do so.

***Documents:***

Agenda  
3rd Quarter Comparison Report  
P&L Report  
Balance Report