

Meeting Minutes
THE GARDENS of CASTLEGATE OWNERS ASSOCIATION
Board of Directors Meeting
Wednesday, October 27, 2021
Management office

Call to order 5:00 PM

Establishment of quorum – all in attendance

President, Rob

Review/acceptance of minutes

Secretary, Shonda

Minutes from meeting July 28, 2021

Rob motioned to approve the minutes, JR 2nd and carried on July 30, 2021 via email

Review and approval of September 2021 meeting minutes vial email.

Treasurer's report

Treasurer, Tom

Review of Financial Reports and call for a motion

3rd Quarter Comparison Report review questions

JR motion to approve, and Rob second, all approved.

Management report

Neighborhood Partners, Sandie

- Review A/R
 - Lien Status
 - Resident Property Status - 29
 - Residents - 25
 - Weekend - 3
 - Rentals - 1
 - New Residents
 - 4321 Velencia – William & Lynn Robinson
- Calendar for upcoming meetings will be mailed out from Sandie soon.

Finished Business

Annual Meeting – follow up any discussion

Unfinished Business

- Repair of pavers at front street: Exit street pavers – have not done yet. Need to get a price. Castlegate water needs to be looked at and corrected so our street is not standing in water – Sandie will check on it. JR will contact someone to look at the pavers.
- Walk through gate – will not stay locked. Tom will work on it, and Shonda will put a note on it.
- Fountain Maintenance: recommended to clean it about every 6 months. Sandie has the other fountains cleaned every 6 months. How much?
- Landscape Contract – Review quotes - reviewed via email and decided to stay with Greener Images.
 - Ground Crew now TGC Landscape
 - TLC Landscape
 - Hart Landscape
 - Green Team \$24,266
 - Greener Images \$23,063
 - Excel Landscaping \$45,852
 - Groundworks \$37,688

New Business:

- Gas lanterns – Discussion – need to revisit this later. JR will talk to lawyer about liabilities. Sandie made suggestions for revised language. Tabled this item.
- 2022 Proposed Budget
Tabled all new projects – looking at next year's budget, we could do a few different things, but decided to hold off for now. : Estimates as follows:
 - Call box \$5468
 - QR reader \$3240
 - Fountain \$4200
 - Road Maintenance \$21812
 - Entrance/Exit pavers \$9785
 - Irrigation leak under Northern cul de sac \$5500 (Esplanade)
 - Total project \$50,005
 - Put \$10K in a project emergency fund instead of allocating it to any specific projects.
- Made adjustments based on past year's expenses and anticipated expenses. Added notes to clarify the areas of expected projects so residents clearly understand.
- Vote to approve as it stands – Rob moved, and Tom seconded - all approved.

Adjournment 6:48PM - Motion to adjourn by JR, second by Shonda

Documents reviewed:

Emailed:

3rd Quarter Comparison Report
P&L Report
Balance Sheet
2022 Budget

Agenda