

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

**MINUTES**

**MEETING HELD ON THURSDAY, JULY 12, 2018  
OFFICE OF NEIGHBORHOOD PARTNERS**

***Members Present:*** Jared Jones, Krystal Broussard, Kyle Amos, Doris Guentner and Sandie Miller and Lorena Spicher representing Neighborhood Partners

***Proceedings:*** Meeting called to order at 6:28 PM by Jared Jones

***Discussion:***

A quorum was established.

The minutes from the previous board meeting held on April 12, 2018 were reviewed and approved via email on April 16, 2018.

Kyle motioned to approve the minutes, and Jared seconded the motion. The motion carried.

***Treasurers Report:***

Kyle Amos gave the financial report. He reviewed all financial reports and stated we showed to be right on track ending the second quarter. He stated 91% of the residents have paid dues. He also stated we were a little over on the flags, décor and signs. He also stated we may have more irrigation expenses as the summer moves forward. Currently the Maintenance account has a balance of \$46,052.32. The cost to finish the rock project was \$14,333.00. Krystal made a motion to approve the financials, Jared seconded, the financials were approved.

***Management Company Report:***

**Review of A/R:**

Sandie reviewed the A/R amounts. Sandie's office sent out 78 certified letters for past due amounts, most people paid, some have not. She turned over \$3276.54 to the attorneys to send out collection letters. \$423.69 is the balance of finance charge, collection fees and fines.

**Lien Status:** There are no liens in place. The lien from July 2017 was paid in full 6-26-18 and was released.

**Property Status of 834 lots:** We still have 1 builder lot in the Gardens, 728 lots owned and lived in by the homeowner, 100 Rental properties, 6 Weekend homes

Statues of Concerns: 2313 and 2315 Carrisbrooke, Sandie will double check and make sure notices went out on this. Homeowners will be notified that when their home is sold, they must restore the area behind their homes back to the wooded common area. We discussed the area behind Scotney, some of the homeowners have landscaped outside their fence line. Upon researching this, it was discovered that the builder put the fence inside the property line and the homeowner does own the land that they landscaped.

***Committees:***

Fishing Tournament: Jared updated us on the success of this event. He had 126 people register, and 112 people show up to fish. Lots of fun and good prizes were had and won. He would like to have Sandie send a letter to Academy in January to request sponsorship for the next event. Layne's chicken was great and all ages received prizes. Next year, we need to budget to stock the pond early and see if any TAMU students would like to come out and help.

Yard of the Month: Dennis is doing a great job with this and it is going strong. Sandie's office provided him a color-coded map of who has won the last several years. This will ensure we are acknowledging all the areas of the community.

***Finished Business:***

The Park Enhancement Project at the back lake is doing great. The hydroseed is really taking off and Greener Images is addressing the sprinkler concerns. The Realm signs have all been painted and the lettering replaced as needed. The American Flags have been flying during the designated holidays; these are being done by the Boy Scouts. The new fish feeder with the night light and sign is working great! No one has stolen it thus far. Jared has been refilling it as needed.

***Unfinished Business:***

Sandie visited with Lance at Planning and Zoning with the City of College Station. The Castle is set to turn over to the HOA in January of 2021. The building will need to be rezoned and we will need to budget for this cost. Discussion was had if we want to rent the space out; we will discuss this more in the future. We also will need to have the water well capped there. There is an old well there that is not functional due to the sulfur smell. The well needs to be tagged as abandoned and the cost involved with this is about \$1500.00, Brazos Valley water conservation will pick up about \$1000.00 of this bill.

***New Business:***

We discussed the area behind 4409 and 4407 Amberly. This is an area that builds up from the drainage and has to be cleaned out periodically. It is time to do this again. The cost to do this is \$2500.00. Krystal made the motion to move forward with this, Doris seconded this. Sandie will get this scheduled and done. Jared said the back lake needs to have the water valve box replaced and there are a few around the Hwy 40 entrance as well. The boxes are cracking and could be a problem if someone falls.

Greener Images can get this done. Sandie will get a quote on the cost for us to discuss. We also addressed some of the sidewalk cracking concerns. Some of the areas are getting really bad and becoming dangerous. We need to get a quote and review the cost of this. Doris will provide Sandie the name of a gentleman she knows that does this kind of work.

Adjourned at 7:42 PM

***Documents given out/emailed prior to Meeting:***

Agenda

Minutes from April 12, 2018

P&L and Balance Sheet as of 6-30-18

2018 Budget/Actual Profit and Loss Comparison