

**CASTLEGATE HOMEOWNERS ASSOCIATION  
COLLEGE STATION, TX 77845  
MINUES  
ANNUAL MEMBERSHIP MEETING  
CASTLEGATE II EVENT CENTER  
MONDAY SEPTEMBER 12, 2016**

**CALL MEETING TO ORDER:**

The meeting was called to order at 7:00 pm by Michelle Pannell, the current HOA president. Michelle thanked everyone for coming. A quorum was not established at this meeting. Everyone reviewed the minutes from the last HOA meeting that was held on September 14, 2015, the minutes were approved, no changes were made. Michelle recruited 2 volunteers to help count the ballots.

**REPORTS:**

President:

Michelle gave an update on the completed community projects the board had addressed throughout the year. All of the cypress trees were removed on the esplanades at Kendal Green and Ravenstone Loop. The areas were replanted with live oak trees. The ballast lights at the HWY 40 entrance were replaced. The walking trail was trimmed back and dead trees were removed. The pet waste signs were replaced and new signs were put up prohibiting motorized vehicles. The dead trees in the common areas were also removed including along Castlegate Dr and by the back lake.

Treasurer:

Krystal reviewed the 2015 financials. She stated that we ended 2015 we went over budget on the HWY 40 entrance, the fountain recycle system and service maintenance. The tree trimming expense was also greater than expected. We were able to transfer funds to the maintenance account and hoped to continue to do so. At this time, we are on budget for the 2016 year. There is \$16,500 set aside in the budget for a special project which has not yet been scheduled or approved. Currently the maintenance account has a balance of \$30,022.

Management:

Sandie introduced her office staff and reviewed the violation summary report. There was a question about cars parking on the street and Sandie explained that parking in the street is a city issue and to call the police non-emergency number. Currently the number of residents is 834; 729 homeowner lots, 6 weekend lots and 3 builder lots, in the Gardens. The number of rentals is 96. This is up from 55 rentals as of last year's meeting. She stated there are no new liens and the 1 lien we had was resolved in court with a court ordered 12-month payment plan. The homeowner is current on their payments. The accounts receivable is currently \$2,286.41.

**COMMITTEE ANNOUNCEMENTS:**

Fishing Tournament was held in June and went well. He had it catered by Chicken Oil and handed out lots of door prizes. Next year they will stock the lake with a mixture of fish.

Trash Clean Up Day, went well. Teamed with Big Event and everyone did a great job.

Fall Festival is scheduled for October 22<sup>nd</sup> from 1:00 to 3:00 at the Castlegate Park. Krystal asked for volunteers and encouraged all homeowners to attend.

ACC Report all requests have been approved except a request to build a full size basketball court in a backyard.

Yard of the Month will begin giving out \$25 gift cards in 2017 for winners

**COMMUNITY UPDATES:**

Intersection at Hwy 40 & Victoria – Scheduled for completion at the end of October but the light pole is backordered so the construction work may be done before the poles are installed. A turn lane is also being added.

Back Pond Flooding - The back ponds flooded during the storms in May and December. TxDOT cleaned out the drainage under Hwy 40 and this should alleviate some of the drainage issues out of the ponds.

Common Area vs city property - A common area map was displayed and Sandie explained the difference between city property up by the front lake/entrance, our common area and then the ISD property. The map is available for review on the Castlegate website.

#### **TOPICS TO DISCUSS:**

There were no Topics to Discuss submitted so discussion was held on items that were brought up:

Proposed Victoria Fence - Michelle recapped the survey sent out the prior year with a 28% response rate and how one of the biggest issues on the survey was the condition of the fences along Victoria. She explained that they have been looking into options to remove the existing homeowner fences and replace with a common area fence owned and maintained by the Association. The first option discussed would be a 6' cedar fence with steel posts. 6 bids have been received ranging from 47,000-50,000 in price plus an additional 6,000 to remove the existing homeowner fences. A second option of a fence similar to that along Castle Rock Dr was discussed with stone wall sections and wood fence in between. This would cost approximately 250,000 for materials and labor and is not something we can afford to do at this time. No special assessment would be done to pay for the fence. The final option would be a manufactured stone wall that would also cost over 6 figures. The wood fence with stainless steel posts is the only fence that could be paid for in full out of the funds currently available. She explained that we first considered building a common area fence behind the existing homeowner fences but due to landscaping, irrigation and concerns about access to the space between the fences this idea would not work. The homeowner fences must be removed. She explained that the homeowners with fences along Victoria have been surveyed. Of the 42 homeowners, 29 responded that they would be okay with a common area fence replacing their fence and 2 responded no. The remainder were told in a 3<sup>rd</sup> follow up email that no response would be taken as an affirmative vote to replace their fence with a common area fence. At this point they want to see if this is something the homeowners would be interested in doing as a special project. Questions were asked from the floor including how we would tie into the existing homeowner fences and if there is liability on doing this. Also if homeowners on the corner lots would be required to make the side fence match as well. Discussion was held on the cost of staining the fence and the upkeep and maintenance of the fence and stain. Michelle indicated that we did not have all the answers at this time and we would work to get those questions answered before proceeding. She asked for a show of hands of those in favor and roughly half those in attendance raised their hands. Then she asked for those not in favor and the other half. A survey will be sent out to all homeowners in Castlegate asking their opinion of replacing the fence and what kind of fence they would prefer. It was clarified that 60% response in favor of the fence would be required for the directors to move forward with the fence project. Joe motioned to send the survey to all owners in Castlegate and Nick seconded. All directors voted in affirmative.

Proposed 2017 Budget- Krystal reviewed the proposed 2017 budget. There was a question about how much is put in reserve. Krystal explained that we budget to put \$10,000 in the reserve each year if no major projects come up during the year. This is scheduled to be done in December of every year.

#### **ANNOUNCEMENTS:**

Michelle resigned her current position. Steve was not in attendance but wished to resign. Joe read the results of the voting. The new board director will be Rebecca Burgner. Request was made for volunteers and Jared Jones volunteered to serve as well. Michelle Pannell will serve as an alternate. Joe Guerra will serve his 2<sup>nd</sup> year of his term as will Krystal Broussard and Nick McKernan.

#### **ADJOURMENT:**

The meeting was adjourned at 8:37pm.

#### **DOCUMENTS GIVEN OUT AT THE MEETING:**

Ballot

Agenda

2015 4<sup>th</sup> Qtr Comparison Report

2016 2<sup>nd</sup> Qtr Comparison Report

2017 Proposed Budget