

MEETING MINUTES
THE GARDENS of CASTLEGATE OWNERS' ASSOCIATION
Board of Directors Meeting
Wednesday, April 26, 2023

Call to order 5:00 PM

Establishment of quorum

President, Justin

Review/acceptance of minutes

Secretary, Shonda

Minutes from email meeting January 23, 2023

Jack motioned to approve the minutes, Justin 2nd the motioned carried on 2-20-23, via email.

Treasurer, Tom

Review of Financial Reports

1st Quarter Comparison Report review questions

Motioned to approve the minutes by Jack, seconded by Shonda, carried and passed.

Management report

Neighborhood Partners, Sandie

- Review A/R
 - Billed \$60,900
 - Balance due \$0
- Lien Status – none
- Resident Property Status - 29
 - Residents - 25
 - Weekend – 3
 - Rentals - 1 2305 Scotney
- New Residents – none
- Concerns: Power outage and entry gates. Sandie will have someone inspect and report back. Emergency services – are they able to enter with a Knox Box?

Finished Business

No projects were underway in the first quarter.

Unfinished Business

Green Teams Discussion -

- **Paver Quotes:** Discussion and decision to go with Green Teams with option to re-use the pavers. They will come by this Friday to evaluate the foundation and give a final report and adjusted financial proposal. Motion to void the original proposal from Hart to completely replace the entry, and go with Green Teams proposal to re-use the existing pavers, motion by Jack and seconded by Tom, carried and approved. Justin will email any updates on the Green Teams proposal as needed.
- **Green Teams Drip system conversion quote:** table discussion for now. We need a map and more detailed information on the system. Sandie will take care of getting it done. .
- **Landscaping:** We can decide as a board to adjust the document that lays out the landscaping requirements. We need to unpack the document and make adjustments – table this discussion and revisit at a later meeting. This will apply to the Dead/Sick crepe myrtles questions. New GT contract - Notes from walk through with GT Representatives, Discussion regarding irrigation controllers that were paid for but not replaced in esplanades, GT will assist in replacing plants in esplanades due to their neglect last year and cause of loss.
- **Green Teams offer for walk through:** GT is willing to do a walk through and make recommendations to the neighborhood. GT offer to do individual homeowner

landscaping work if we aggregate requests and do a minimum \$200/house. Justin will help coordinate a good day and communicate to the neighborhood.

- **Common Area Questions** – what is actually common area that the HOA must maintain? Need to do some additional research on this and report back. Sandie will get us a copy of the plat, and we need to make notes about the boundaries. Still need to discuss front entrance plant replacement options/proposals

New Business

How the fill valve works in lion fountain – Justin figured it out. It is on one of the irrigation system lines and fills with the watering. If the irrigation system is off, it will not come on.

Can we get something to clean up the lion pool? Between Justin, Shonda and Kade we will look it over and see what we can do.

Location for Annual Meeting on Thursday, September 28, 2023, at 6:30pm – Shonda will talk to Mike/Tonya and see if they can host. ***Follow up note – they will host 😊**

Should we add a 6” paint stripe to mark exit gate “safe distance” - \$105 by Rodney Wellman. Justin will ask a lawyer and we can make the decision at the next meeting.

*Green Teams has increased the fee by \$133 per month for the next year beginning in May 2023. This is noted in the contract and should be expected annually.

ARC Questions: Add as an agenda item for the next meeting. Questions about the following:

- Outdoor lighting fixture replacement or additions?
- Replacement windows? Are there specific guidelines in writing for this?
- Security cameras?
- Signs in yards for security, ring cameras, vendors, etc?
- Decorative items that are not permanent.

Adjournment 6:38PM Jack motion and Tom seconded – all approved.

Documents: Agenda
Emailed: 1st Quarter Comparison Report
P&L Report
Balance Sheet