

Meeting Minutes
Castlegate II HOA
1st Quarterly Meeting
2/11/2020

Meeting called to order by Melissa Lewis at 5:19 p.m.

A quorum was present with the following directors in attendance: Melissa Lewis (Vice President), Kaleb Morton (Secretary) by speaker phone and Fran Murr (Treasurer). Association manager staff: Kelsey Poston, Melinda Pimentel and Shawn Allman.

Melinda Pimentel notifies that proof of meeting was sent to all residents via email on 1/27/2020 at 8:30 a.m.

Fran Murr speaks a little on the budget that was approved by the board.

Melissa Lewis asks Kelab is he has anything to speak on, he does not.

Melinda Pimentel reads over the management report.

Shawn Allman goes over all maintenance items on the management report.

Melissa Lewis asks Shawn some questions about the pond fountains. Shawn has been told by the vendors that it is not likely to be the breakers because the other two fountains are working fine. Melissa asks that we try to figure out what is causing the one to not work. Shawn is in constant communication with the fountain vendors and staying on top of them to figure out the issue and get it resolved ASAP.

Kaleb asks if Shawn can send over the bids for the landscaping and he is going to be sending them to the board.

Melissa would like to know where we stand on the HOA board emails? All agree to move forward with creating one email address (board@castlegateiihoa.com) for all board members to have access to. Kaleb Morton motions to approve moving forward with this and Fran Murr seconds that motion. Melissa Lewis, All in favor.

Moving on to the New Business items. Melissa Lewis speaks on the CG II Logo and how the current logo is what the developer picked and thinks the board should consider redesigning it. Fran Murr says that we have not received any complaints about the logo and thinks it is fine.

Melissa Lewis requests access to the Castlegate II website.

Fran Murr asks what her goal is with access?

Melissa explains that the website is unclear right now and hard to navigate through, uneasy to find documents.

02/11/2020 Management Report

Property Status: 843 Lots

- 69 Developer Lots
- 53 Builder Lots
- 721 Owner Lots

Inspection Summary – 9 inspections visits, 35 violations since October 1, 2019.

- 10 – 3.06 Trash can/Debris
- 3 – 3.22 Unsightly articles (trailers, boats, etc.)
- 21 – 3.27 Lawn maintenance
- 1 - 3.05 Signs

Aquatic Center:

- Pool open date: April 15th
- Pool closing date: October 15th
- Pool staffed hours: 3 pm – 9 pm

Maintenance items:

TO BE DISCUSSED AND REQUEST FOR DECISION

Landscaping Bids:

TGC Landscapes - \$67,350

Green Teams - \$81,156

Greener Images - \$66,575 *Current Contractor*

Pool Repairs:

List of suggested repairs submitted by The Pool Guy (current service provider)

ONGOING MAINTENANCE ISSUES

Fountains in Main Pond:

Fountain under warranty, parts are being shipped to Solitude Lake Management for Installation. Awaiting date from Cole Cabella (Solitude)

Lights on Greens Prairie:

Sent to Landscaping contractor for troubleshooting and repairs (if needed)

COMPLETED MAINTENANCE PROJECTS (4TH Quarter 2019)

Lights on Greens Prairie – Lights broken by mowers, repaired by landscaper

Fountain Operation – Replaced electrical panels and breakers

Pool Main Pump Replaced – Pool pump had stopped running, maintenance contracted Pool Guy to replace (January 2020)

Pool Filter Media Replaced – Filter media replacement approved in 2019 to be done in off season, completed (January 2020)

Fran requests to table this until other board members can have a say in this.

Melissa Lewis reads the communication report and talks about the newsletters that are sent out each month. Fran and Kaleb both say that this has been a great tool and suggest this keeps going out monthly.

Melissa Lewis talks a little about how to get ways for the residents to be able to ask questions and get answers at the meetings. One suggestion is having a box at the sign in table for people to slip questions in that they have.

Melissa Lewis motions to approve having a box at the sign in table for residents to put questions and they would have 3 minutes to speak and ask the board. The board makes it clear that depending on the questions, it may not be answered right then and be added on the next meetings agenda for discussion. Fran seconds this motion and Kaleb, all in favor.

Melinda Pimentel tells the board she has sent them the financials and once they approve them, we will get them posted on the CG II website.

Melissa Lewis asks Melinda a time frame on when they get the reports and Melinda says it will be 3 days after the end of the quarter and they will be sent via email to all board members for approval.

The next quarterly meeting is scheduled for April 27, 2020.

Melissa Lewis adjourns the meeting at 5:55 p.m. Fran Murr seconds and Kaleb, All in favor.