

PROPERTY OWNERS OF CASTLE ROCK  
DIRECTORS MEETING

Minutes

Tuesday, April 12, 2022

Meeting called to order at 5:45pm by Doug Beck.

**Establishment of quorum**

Treasurer, Doug Beck

Present were Matt Callaway (via phone), Belinda Newman, Doug Beck, Jessica (Kobe) Berger (proxy for Miles Enzor) and Sandie Miller representing Neighborhood Partners (NP).  
Miles Enzor was absent.

**Secretary report**

Secretary, Belinda

Minutes from the Director's meeting of January 11, 2022 were approved via email on January 18, 2022.  
Miles motioned to approve the minutes, Doug 2<sup>nd</sup> the motion.

**Report on the irrigation system – Hart Lawn Care**

Justin Hart and his assistant Sam, the current landscaping company contracted by POCR, reported on the proposal and recommendation to replace the ICD Decoder, and install a new sprinkler decoder system for Castle Rock. The proposed EZ Decoder system would replace the ICD Decoder system. The EZ Decoder system would create cost savings requiring less maintenance and diagnostics time and provide a more efficient troubleshooting method. It would also reduce repairs to address wire shorting and corrosion issues.

**Treasurer's report**

Treasurer, Doug

Financial reports were presented and reviewed with assistance from Sandie Miller (NP). Reports reviewed included 1<sup>st</sup> Quarter Comparison, Profit & Loss, and Balance reports. Belinda motioned to approve the financial reports and Jessica seconded the motion.

**Management report**

Neighborhood Partners, Sandie Miller

A/R Current

Sandie reported a past due amount of \$4,624.21. Eleven collection letters were sent out on April 4, 2022. The policy regarding pool access as it relates to past due accounts was reviewed. Directors were reminded that pool access is denied if payments are not being collected.

Lien Status Report

The past due balance reported for the one resident property reported at the January meeting was paid at closing of the sale of said property.

Resident Property Status 288 remains constant for the last two quarters.

Homeowners –	234	
Rentals –	47	(no change from last quarter)
Weekend –	7	(no change from last quarter)

Status on Concerns

Arborist has been contacted to inspect the health and condition of a large tree in the community area on Rocky Mountain.

City of College Station (CoCS) is responsible for maintenance and upkeep of the park in the neighborhood. It was noted that the City's Park sign needed to be cleaned and the grass treated to remove burrs. Also, it was discussed that it is helpful when residents call the CoCS directly to request maintenance for the park.

**Finished Business**

Several projects have been completed in the community areas. Landscaping in the Common Areas including along the pool annex parking lot is completed. Junipers were trimmed and are more aesthetically pleasing and healthier. Pool annex palm trees were inspected by an arborist and determined to be dead, they will be removed before the pool opening. It was recommended that pool umbrella(s) be added to the pool annex for sun protection with the tree removal.

Pool Rules signage has been updated and private property & surveillance equipment were replaced at the Pool Annex. Signage includes verbiage about “all food containers must be removed from annex and No Music”.

Miles Enzor volunteered to make the needed repairs of the Pool Gate and saved the POOR the replacement cost provided in a bid. He did an outstanding job, thank you Miles. The Directors agreed that the maintenance of the gate will need to be monitored in the future with the possibility of replacing the gate in the future.

### **Unfinished business**

Park Committee: Jessica (Kobe) Berger, Doug Beck and Clint Swisher

#### **Dog Stations @ City Park:**

*Contacted the City of CS on 10/13/21 spoke to Corey, regarding a dog station being installed in the CR park. This must be proposed and approved by the City Council. An HOA member would need to present this to the City Council at their regular Meetings.*

No further action.

Sandie is continuing efforts to identify 2-3 candidates and hire Pool Annex staff members for the current season. She is advertising for staff members with a \$15/hour wage. Proposed work schedule for Pool Annex staff is Friday 3:00pm – 9:00pm and Saturday 12:00pm – 9:00pm total 15 hours per weekend plus holidays Memorial Day & 4<sup>th</sup> of July. The Directors amended to include Saturday and Sunday hours and eliminate the Friday hours.

### **New business**

A neighborhood visit from the Easter Rabbit is planned for April 17. (Thank you to the resident volunteers) Irrigation discussion on Hart’s recommendation – (EZ Decoder System | Hunter Industries) See above. The three Directors present agreed to move forward with the proposal.

Sandie presented the estimate from Robert Moritz for drainage solution on Rocky Oak Court. Due to the high cost of the bid using a concrete solution, Sandi was asked to get an estimate using a french drain remedy option to be reviewed.

Considerations for the 2023 budget year included the possible long term solution for drainage issues on Rocky Oak Court, pool furniture replacement (tables & chairs), and umbrella posts.

### **Adjournment 7:10pm**

Belinda motioned for adjournment and Jessica seconded.

### **Documents:**

Agenda

Emailed: 1st Quarter Comparison Report

P&L Report

Balance Report