

**Castlewood Home Owners Association  
Monthly Board Meeting  
February 18, 2009  
Association Meeting Minutes**

Tony Leone, President  
Denny Reid, Vice President  
Dan Franklin, Treasurer  
Gary Bowery, Secretary  
Amanda Mitchell, Director

**I. Call to Order**

The meeting was called to order at 7:00pm by President Tony Leone.

**II. Establish Quorum**

Attending the meeting were board members Tony Leone, Denny Reid, Dan Franklin and Amanda Mitchell and a quorum was established. Also attending was CCMC community VP Ron Stephens and manager, Jo Lynn Tefft.

**III. Approve Minutes of January 21, 2009 Meeting**

Denny Reid read the minutes from the January 21st BOD meeting. The minutes were approved as written by the board.

**IV. Open Session**

A resident asked about the height of FM2499 and how much higher it is than some of the houses on the east side of Castlewood. Tony spoke to the Mayor about this and was told that TXDOT is now going to put up an additional 5' wall to what currently exists. A letter was delivered to the City on January 26, 2009, expressing board support of an "emergency response only" gate with no financial obligation to the HOA. A resident also asked if a trail was going to be built either over or under FM2499 between Castlewood and Highland Shores. Tony explained it wasn't possible to connect these two because of the gas pipeline easement. The Castlewood trail will connect to the City trail by the railroad tracks in the future.

**V. President's Report**

Tony wanted to thank everyone for attending the "Crime Prevention Meeting." It turned out very well and the HV Police Department did an excellent job. Denny Reid suggested putting a "crime prevention" block in the monthly newsletter.

The board voted to put in a turnkey security camera system at the pool. The cameras will be vandal-proof and infrared. The current bids range from \$2,000-\$3,400 for all equipment and installation. The bids will be researched and will be ready for a board vote at the March meeting.

A resident asked why we couldn't put up signs and "fake" security cameras. We were advised not to do this by our attorney. If an incident happened at the pool and someone asked to see the tape and there isn't one because of fake cameras, we could be open to a lawsuit.

Tony Leone also brought up the board's stance on late fees – all resident accounts that are past due or paid late, will be charged \$15 per month in Castlewood late fees and \$15 per month in CCMC collection fees. Last year the board waived all late/collection fees through the first week of February. The CCMC collection fee cannot be waived and is charged to Castlewood regardless of whether the resident pays. Because of this, the board will not waive any late/collection fees this year unless it is extraordinary circumstances. The board also wants to reinforce the fact that if assessments are not paid, no community privileges (clubhouse rental, soccer field use, etc.) will be allowed.

## **VI. Treasurer's Report**

The February financials were very favorable. We were \$1,137 better than projected for income and under budget on all expenses. We are on schedule with our reserves budget at \$66,000.

## **VII. Manager's Report**

Social Events – All dates have been set except for the October Garage Sale. I am waiting on Highland Shores to set their date. Having a “no charge” Progressive Dinner will be discussed at a later date.

Property Update – A “No Overnight Parking” sign will be ordered for the soccer field parking lot. Metro is replacing all of the valve boxes with secure covers that won't come off. I am meeting with Scott Kriston with the City to discuss water meters along Castlewood Boulevard where we currently do not have irrigation. The main concern is along the cul-de-sacs where we would like to plant trees. Letters have been sent out to the homeowners, but we received only two responses.

Violation Report – 89 first letters, 6 second letters and one fine letter were sent in February.

Delinquency Report – We have one outstanding unpaid assessment which is set for foreclosure by the mortgage company. We currently have two board approved payment plans that are on time. There are 54 unpaid assessments and 23 accounts with late and collection fees.

**Open Session was closed at 8:00 p.m.**\_\_\_\_\_