



CRAIG RANCH COMMUNITY ASSOCIATION

Living the Dream!

7850 Collin McKinney Parkway, Suite 103
 McKinney, Texas 75070
 972-548-9191

November 1, 2023- November 30, 2023 Management Report

Architectural Covenant Changes (ACC)

Service Area	Approved	Approved w/ Stipulations	Denied
500 Master		4	3
501 Chateaus	2		
502 Estates		1	2
504 Hemingway	2	2	5
505 North	5	4	11
507 Southern Hills	6	1	4
508 Spicewood	1		
509 Trails	2	1	
510 WB	1		

Craig Ranch Living Email Blasts

Date	Recipient(s)	Subject
11/3/2023	All Residents	Craig Ranch Community News – November 3
11/9/2023	Craig Ranch North	Craig Ranch North 2024 Budget and Assessments
11/10/2023	All Residents	Craig Ranch Community News – November 10
11/10/2023	Estates	Estates Vendors – Common Area Damage – Revocation of Access
11/10/2023	Hemingway	Hemingway Roof Inspections
11/14/2023	Watters Branch	Watters Branch Retaining Wall Repair Project
11/15/2023	Southern Hills	Southern Hills Assessment Letters
11/17/2023	All Residents	Craig Ranch Community News – November 17
11/20/2023	All Residents	Thanksgiving Holiday Office Closure
11/24/2023	All Residents	Craig Ranch Community News – November 24
11/29/2023	CR North	Riverwalk Splash Pad Demolition
11/29/2023	All Residents	Tree Lighting Ceremony on Saturday, Dec. 2nd

Lifestyle Event Recaps

Date	Event	Attendance
11/7/2023	November Bingo	37
11/7/2023	Fall Candle Workshop	4
11/9/2023	Committee Appreciation Dinner	45
11/14/2023	Estates Neighborhood Social	85
11/16/2023	Diwali	160



Portfolio Manager: David B. Meyer dbmeyer@cmamanagement.com

Property Information

Number of Units: 1103

Number of Resales: 2

Financial Summary

Account Balances

Total Operating Accounts \$1,116,454.92

Total Reserve Accounts \$604,474.94

Total Cash on Hand \$1,720,929.86

Total Income	Month To Date	Year To Date	Annual Budget
Total Revenue	\$17,527.85	\$2,498,037.00	\$2,928,677.83
Total Expense	\$211,610.71	\$2,457,465.05	\$2,928,677.83
Net Income/Loss	(\$194,082.86)	\$40,571.95	\$0.00

Collections

Collection Status as of 12/11/2023	Number of Owners	Balance
Default Letter - First Class & Certified	7	\$ 4,917.42
Reminder Letter	2	\$ 282.46
Request Demand	1	\$ 495.00
Request Foreclosure	3	\$ 5,509.61
Request Notice of Lien	3	\$ 1,905.55
Homeowners on Payment Plans	3	\$3,267.74
Total:	16	\$ 13,110.04

Percent Delinquent: 1.45%

Upcoming Management Plan Items - 12/11/23 - 1/1/24

Plan Item	Date	Responsible Party
Common Area Inspection - Dec	12/28/2023	Management Company

Manager Action Item Updates:

Manager Action Items

Open Items: 17

New Items: 17

Closed Items: 7

Manager Action Items

Description	Due Date	Status
Creekside fountain repair 11/8/2023 2:38:27 PM	11/08/2023	Completed
Task Completed 11/3/2023 11:55:41 AM		The fountain will be installed on 11/06/2023.
10/31/2023 8:42:53 AM		Fountain will be installed in early November, vendor did not know the exact time.
8/28/2023 5:03:25 PM		The fountain has been repaired and should be installed this week. This is a

warranty repair.

8/16/2023 1:19:26 PM

Vendor stated on 08/16/23:

The Creekside fountain is undergoing repair and should be back at our shop very soon. It was covered under warranty, so it should be finished up at our warranty shop and back in service later this month.

Fairways - Metal fence installation	11/08/2023	Completed
11/8/2023 2:29:10 PM	Task Completed	
10/23/2023 4:05:43 PM	35LF of metal fencing will be added west to east at the common area to designate and separate the property line between the homeowner and the common area.	

Tour and Paradise Common Area Valve Relocation	11/17/2023	Completed
11/17/2023 2:53:21 PM	Completed by Superscapes 11/17/23.	
9/29/2023 4:22:36 PM	Per Superscapes, scheduled for end of October early November .	
8/7/2023 11:53:15 AM	Forwarded approval, awaiting scheduled date.	

Replace old sealant	11/20/2023	Completed
11/20/2023 2:03:29 PM	Task Completed	
11/8/2023 2:31:49 PM	Hired vendor to replace old sealant in concrete at Millie Cooper park. Approximately 573 LF of sealant needs replacing.	

Lifestyle	11/30/2023	Completed
November Lifestyle Events		
11/30/2023 5:44:02 PM	November Lifestyle Events completed	
11/16/2023 5:42:57 PM	Diwali at Compass with 160 attendees.	
11/14/2023 5:42:04 PM	Estates Neighborhood Social at Estates with 85 attendees.	
11/9/2023 3:09:46 PM	Appreciation Dinner at the Compass with 45 attendees.	
11/7/2023 3:09:02 PM	Fall Candle Workshop at the Compass with 4 attendees.	
11/7/2023 3:05:52 PM	November Bingo at the Compass with 37 attendees.	

Plan Item: Common Area Inspection - Nov	11/30/2023	Completed
Common Area Inspection - Nov		
11/30/2023 11:59:35 AM	Task Completed	
11/30/2023 11:58:48 AM	Maintenance Team checked dog park weekly, ponds inspected by Lake Management twice this month for debris removal and fountain maintenance, checked flag condition at parks, completed fire extinguisher inspections for month, obtained gas meter readings from wells, inspected all common area lights, painted Creekside pump house exterior, reset timers for DST, relocated dog stations at Dr. Kenneth Cooper Park, checked heaters for functionality and changed fall banners to winter banners.	
11/3/2023 5:17:16 PM	OLM Inspection - Superscapes scored 96%.	

Communications	11/30/2023	Completed
Email communications to homeowners.		
11/30/2023 4:59:20 PM	Completed.	
11/29/2023 4:37:24 PM	Email communication to homeowners regarding Tree Lighting Ceremony on Saturday, Dec. 2nd.	
11/24/2023 4:20:14 PM	Weekly Community News email sent to residents.	
11/20/2023 4:34:07 PM	Email communication to homeowners regarding office closure during the Thanksgiving holiday weekend.	
11/17/2023 4:19:40 PM	Weekly Community News email sent to residents.	
11/16/2023 4:32:40 PM	Email communication to homeowners regarding CRCA office closure.	
11/10/2023 4:19:13 PM	Weekly Community News email sent to residents.	
11/3/2023 4:20:36 PM	Weekly Community News email sent to residents.	

Weiskopf Container-Replacement Collonnade Holly (Theft) 12/15/2023 In Progress
11/21/2023 5:44:31 PM Forwarded approval to Superscapes, awaiting scheduled date.

Westminster retaining wall repair 12/20/2023 In Progress
11/20/2023 2:06:49 PM Hired contractor to repair retaining wall at Westminster.

Crescent Park retaining walls 12/20/2023 In Progress
11/20/2023 2:09:33 PM Hired contractor to repair retaining walls at Crescent Park.

Bathymetric Study 12/29/2023 In Progress
11/3/2023 11:58:46 AM These will be conducted for Crossroads pond and Creekside pond to determine sediment levels. LMS should have them done by December.

Park Benches 12/29/2023 In Progress
11/16/2023 11:52:35 AM Six benches being ordered and quotes being received from vendors to pour concrete slabs.

Retaining wall repair 02/28/2024 In Progress
11/16/2023 1:39:58 PM Retaining wall to be repaired at Dr. Kenneth Cooper Park. Vendor hired and will notify when scheduled.



Exterior Modifications	1
<i>ACC Denied</i>	1
Landscaping	3
<i>ACC Approved with Stipulations</i>	2
<i>ACC Denied</i>	1
Lighting	1
<i>ACC Approved with Stipulations</i>	1
Patio/Arbor/Deck	1
<i>ACC Approved with Stipulations</i>	1
Patio/Balcony	1
<i>ACC Denied</i>	1
Craig Ranch Community Association Total:	7



Violations Summary

Craig Ranch Community Association
Period: 11/1/2023 through 11/30/2023

Date: 1/2/2024
Time: 11:23 am
Page: 1

Violation Type / Item	Escalation	Item Count	# Letters
ACC Violation			
Non-Submittal: Construction/Alteration	1st Letter	1	1
Non-Submittal: Landscape	2nd Letter	1	1
Non-Submittal: Landscape Border	1st Letter	1	1
Total ACC Violation		3	3
Exterior Maintenance			
Paint Repair	2nd Letter	1	1
	Fine Notice	2	2
Total Exterior Maintenance		3	3
Fence Maintenance			
Fence Maintenance	Fine Notice	2	2
Total Fence Maintenance		2	2
Landscape			
Edge	Postcard	1	1
General Maintenance	Postcard	6	6
	1st Letter	8	8
	2nd Letter	8	8
Mow	Postcard	1	1
	1st Letter	1	1
	2nd Letter	1	1
Remove Dead Landscape	Postcard	4	4
	1st Letter	6	6
	Fine Notice	4	4
Trim Shrubs	Postcard	21	21
	1st Letter	3	3
	2nd Letter	3	3
	Fine Notice	2	2
Weed Flower Bed/Tree Wells	Postcard	21	21
	1st Letter	3	3
	2nd Letter	1	1
	Fine Notice	5	5



Violations Summary

Craig Ranch Community Association
Period: 11/1/2023 through 11/30/2023

Date: 1/2/2024
Time: 11:23 am
Page: 2

Violation Type / Item	Escalation	Item Count	# Letters
Weed Yard	Postcard	3	4
Total Landscape		102	103
Signs			
Sale/Rent/Open House	1st Letter	2	2
Total Signs		2	2
Trash Removal			
Construction Debris	Postcard	1	1
	1st Letter	1	1
Debris	Postcard	2	2
	1st Letter	1	1
	2nd Letter	1	1
Trash Cans	Postcard	17	17
Total Trash Removal		23	23
Total for Craig Ranch Community Association		135	136