

**STEEPLECHASE
2026 JUNE BOARD MEETING**

DATE: 6/30/2026

TIME: 6:00 PM

LOCATION: Clubhouse

Minutes

I. CALL TO ORDER:

The meeting was called to order at 6:00 p.m.

II. ATTENDANCE W/ ROLL CALL:

Board: David Egan, William Jones, Teresa Dunican, Joyce Shibilia, and Tina Mason. Michael Blevins and Justin Buckhorst were absent with prior notice.

Management: Stonegate Property Management – Russell Wesley.

Owners: One (1) Homeowner present.

III. APPROVAL OF THE PREVIOUS BOARD MEETING MINUTES:

William motioned to approve the April minutes as written, without reading; Teresa seconded. The motion passed unanimously. It was noted that the May meeting could not proceed due to a lack of quorum and was therefore not held.

IV. OWNER OPEN FORUM:

Homeowners were present and raised the following items:

Meeting Notice

A homeowner expressed concern about not being adequately notified of the change in the meeting date and time. Management confirmed the community notice would be verified and sent.

Property Condition at 11525 Wynfair

A homeowner reported trash in the yard, a vehicle bumper stored against the side of the house, an exterior AC unit that had been obscured by overgrowth (cleared by the time of a June 17 drive-by), and loud, high-performance vehicles late at night. A belief was raised that renting is prohibited in the community. Upon review of Article 10.2.3 of the governing documents, management confirmed there are no rental restrictions; properties must be used for residential purposes only, which would preclude short-term commercial rentals. Management noted that photo documentation from the reporting homeowner is required to substantiate a violation, and that any violation letter is issued to the owner of record.

Motorbike Nuisance

A recurring complaint was raised about a loud motorbike operating on neighborhood roads and in the parking lot on weekends. Management noted that because the roads are public, this is a police matter outside the HOA's enforcement authority.

Proposed Kroger Development

A homeowner informed the board of plans for a Kroger, including a gas station and liquor store, on the parcel behind McDonald's, the former proposed apartment site. A public meeting was noted for the following evening at 7:30 p.m. Concerns were raised regarding traffic and infrastructure strain and a proposed access road running through a residential street near a daycare and Fifth Third Bank. This item was informational; no board action was taken.

V. MANAGEMENT REPORT

Management presented the reconciled May financial package.

Current Account Balances as of 5/31/2026:

Operating Account: \$62,921.29

Reserve Cash: \$106,865.39

CDs:

GE Credit Union 6-Month – \$27,178.89 – 8/27/2026

GE Credit Union 9-Month – \$54,400.00 – 12/29/2026

Columbia 6-Month – \$27,375.88 – 11/09/2026

Total CDs: \$108,954.77

Aged Receivables were \$12,888.98.

Current aged receivables are \$11,443.98 as of 6/29/2026, reflecting the recent posting of quarterly dues.

CD Status – Prior Item Resolved

The “unresolved CD” flagged in the April minutes was a timing matter rather than an actual discrepancy. The CD approved in March/April did not appear in the April financials because the request had just been made; it is reflected on the May balance sheet in the board packet as the Columbia CD (\$27,375.88).

Collections

Until the board adopts a revised collection policy, management is following an interim process of issuing a demand letter once an account balance reaches \$465.00 or more. Because homeowners were present, account-specific delinquency matters were deferred to executive session. A board member inquired about the CD maturing in August; management noted updated CD rates were not yet available and the matter would be revisited.

VI. OLD BUSINESS:

Board Positions

The board conducted an interview process outside of the meeting and voted unanimously to appoint Joyce Shibilia, Tina Mason, and Michael Blevins to the Board of Directors, bringing total membership to seven and restoring the quorum necessary to conduct official business. The remaining term will end in September of 2026 in which all members will run for reelection.

Interior Decoration of Clubhouse

Vinyl Flooring: The board reviewed the Carpets Direct proposal (packet page 15) for luxury vinyl plank in the bar and lounge area. KW Flooring declined to submit a competing bid, indicating it could not match the Carpets Direct pricing, but noted two technical concerns about the proposal; William will follow up with KW and relay those items to the board. Discussion included whether to retain the existing ceramic tile versus installing vinyl throughout, weighing durability against ease of cleaning, safety for children, dated grout, the need to remove baseboards for any tile work regardless, a height difference between tile and vinyl, and design consistency. LVP samples were available for review. Management noted the current reserve study allocates approximately \$7,000 for clubhouse improvements, closely aligned with the quote, and supported proceeding. Deferring to the newly appointed members and the absent director for time to review, the board elected to table the flooring decision for one month, with a firm decision expected at the July meeting.

Furniture: The direction remains leather-type seating for ease of cleaning. As Ruby Godoy is no longer on the board, Tina Mason will take over researching furniture options. The decision remains tabled pending the flooring selection.

Repairs to Common Area – Sutherland

Management conducted a site visit and recorded video of the common area on Sutherland and identified no visible damage. Management recommended discontinuing the matter, as further pursuit would incur legal fees without a supportable claim. By consensus, and with no objection, the item was removed from the agenda.

VII. NEW BUSINESS:

Reserve Study Update

Management presented the Reserve Advisors proposal (packet page 16) for an updated reserve study at \$3,550.00. The current study dates to 2019 (year seven), beyond the recommended three-to-five-year update cycle. Management reported the association's reserve position is behind the 2019 study's assumptions: the study contemplated beginning 2026 with approximately \$129,733, versus approximately \$106,000 at midyear, and recommended \$91,200 in 2026 reserve contributions against a budgeted \$38,000. With budget planning beginning next month, management emphasized the study's value as a planning tool and to help avoid future special assessments. To allow the new members time to review the materials, the board tabled the decision for one month, with the understanding that a decision must be made at the July meeting to stay on schedule.

Collection Policy

Management presented the formal written collection policy directed by the board in April (packet page 17). The policy mirrors the existing welcome-packet language and Declaration Article VI, with no new timelines or fees. The single new provision is a one-time payment plan, not to exceed twelve months, that management may enter into directly with a delinquent owner without a separate board vote; late fees are paused while the owner remains on the plan and current on regular dues, the agreement is binding by e-signature, and default returns the account directly to collections. The escalation path is a demand letter at 60 days and a lien at 90 days; foreclosure may be pursued only by board resolution 30 days after the lien is recorded. **David motioned to approve the drafted policy and Tina seconded; the motion passed unanimously.** The policy will be submitted to the association's legal counsel (Shur Law) for review prior to final adoption and distribution.

Pool Camera Monitoring and Rule Enforcement

Management reported a growing volume of pool complaints, including juveniles jumping the fence, skateboarding in the pool area, and damaged equipment, and noted that reviewing camera footage for enforcement is outside the management agreement and billable under Schedule A. Options discussed were management review under Schedule A, board review, a volunteer committee, or a third-party service (declined as too costly). Tina Mason volunteered and was appointed by the board to review pool camera footage; no formal motion was required. The workflow will be: a complaint is submitted with the time of the incident; management forwards it to Tina; Tina reviews the footage and provides evidence to management's assistant; management cross-references the FOB access log to identify the owner; and a violation letter is issued. Management noted that violations cannot be sustained without camera evidence and that enforcement will tie to the association's fine policy.

FrontSteps Community Portal

Management announced the association will transition to the FrontSteps community portal at no cost through the 2027 contract renewal, after which the cost will be reflected in the renewed contract.

FrontSteps integrates with Stonegate's management software (Caliber) and will serve as the association's website, allowing the website budget line item to be discontinued. Residents will have a single login to submit work requests, reserve and pay for clubhouse rentals, view the clubhouse calendar and governing documents, access their ledger, and submit architectural improvement applications; management can also send community newsletters and bulk email or text communications. The existing website will redirect to FrontSteps with no anticipated downtime. The clubhouse coordinator will continue in her role but will no longer handle rental payments, which will process through the portal. Management will notify residents of the change and will review the welcome-packet distribution process, updating the packet to incorporate the newly approved collection policy. No objection was raised.

Lost and Found

The board adopted a one-week lost-and-found policy: when board reports items, management will send a community-wide email notice, and any unclaimed items will be discarded one week after the notice.

VIII. EXECUTIVE SESSION:

The board entered executive session to discuss confidential delinquent-account matters, with homeowners present asked to step out. Management reviewed accounts at the 60-day mark, the status of demand letters and the account currently at lien status, and the process for escalating accounts under the newly adopted policy. The board discussed that the most delinquent account will be brought before the board for a foreclosure decision when the appropriate threshold is reached. No foreclosure action was taken at this meeting.

IX. ADDITIONAL BUSINESS:

Lower Lake – Dredging and Erosion

A board member inquired about the status of the lower-lake dredging and shoreline erosion work (stock dams), expected to begin in summer. Management noted only routine lake maintenance reports had been received and committed to following up with Lake Doctors.

X. NEXT MEETING:

July 28, 2026.

XI. ADJOURNMENT:

The meeting was adjourned at 6:55 p.m.