



## Stonebridge Ranch Community Association, Inc.

### MEETING MINUTES STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC. June 22, 2023

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, June 22, 2023, at 6201 Virginia Parkway, McKinney, TX 75071 and via Zoom (www.zoom.us, Meeting ID 830 1628 8549).

### **VISION STATEMENT**

**To be the premier, large scale, master planned community of choice in North Texas.**

#### **Directors Present**

Jon Dell'Antonia, President  
Amanda Batson, Vice President  
Norm Counts, Treasurer  
Joe Closs, Secretary  
Jim Buerkle, Director  
Jim Norton, Director  
Kristen Vartian, Director

#### **Management**

Brian Matt, Executive Director, GrandManors  
Lee-Yen Elliott, Executive Administrator, GrandManors  
Eric Adams, Compliance & ARC Director, GrandManors  
Lucy Duray, Financial Manager, GrandManors  
Connie Baxter, Lifestyle Director, GrandManors  
Eric Ortega, Maintenance Supervisor, GrandManors  
Mathew Roebuck, L&G Director, GrandManors  
Scott Finley, Communications Director, GrandManors  
Corbin Seti, Senior VP, Operations, GrandManors (Zoom)  
Jodie Walker, VP of Onsite Management, GrandManors

#### **Guests**

Steve Watten, Attorney (Zoom)  
Greg and Mary Klement, Resident  
Romano Thomas, Resident (Zoom)

### **CALL TO ORDER**

President Dell'Antonia established quorum was met and called the meeting to order at 12:30 PM.

### **HOMEOWNER OPEN FORUM**

Mr. and Mrs. Klement praised the Association for the upkeep of the common area along SRCA trails. They suggested trash cans be placed at strategic areas along the walking trails along Stonebridge Drive, where they notice more litter. President Dell'Antonia asked the homeowners to email office staff with their recommendations.

## **CONSENT AGENDA**

Director Norton made a motion to accept consent agenda items:

- Approve the May 25, 2023, Board of Director Meeting Minutes

Director Buerkle seconded; the motion passed unanimously.

## **OLD BUSINESS**

### **Board Guideline/Policy Review –**

President Dell’Antonia tabled to next month a review of the following:

- Records Retention Policy – Closs
- Records Production and Copying Policy – Closs

Director Buerkle made a motion to approve a revised guideline:

- Landscape and Grounds Committee Guideline – Buerkle – Revised

Vice President Batson seconded; the motion passed unanimously.

Director Buerkle made a motion to adopt the following guideline as a policy pending legal review. Director Vartian seconded. Upon further discussion, both Director Buerkle and Director Vartian withdrew their motions. Vice President Batson then made a motion to send to counsel for review, with the suggestion to turn the guideline into a policy, and present it again at next month’s meeting for review and policy adoption:

- Natural Area Maintenance Guideline – Buerkle

Director Vartian seconded; the motion passed unanimously.

Director Buerkle made a motion to send to counsel for review, with the suggestion to turn the guideline into a policy, and present it again at next month’s meeting for review and policy adoption:

- Common Area Tree Trimming Guideline – Buerkle

Director Norton seconded; the motion passed unanimously.

**Renew Temporary Excess Mileage Charge (Monthly Reimbursement to Employees who Use their Personal Vehicle in Performance of Services)** – Director Buerkle made a motion to extend the current \$100/month reimbursement rate (amount lowered from \$200/month to \$100/month effective 1/23/23 Board Meeting Action), revising the expiration date to 7/15/24. Secretary Closs seconded; the motion passed unanimously. Staff will prepare a Board Resolution.

**Review and Approve Club Formation Guideline** – Tabled for next month.

**Updates on Adriatica Wall, Repair, Waterbury Boardwalk Repair, and Millerd Pond Dredging** – L&G Director Roebuck and Maintenance Supervisor Ortega updated the Board on their respective projects.

**ACTIVENet Updates** – With respect to this year's delay in issuance of Complimentary Guest Cards (Guest Cards issued beginning 6/16/23 instead of waiting on ACTIVENet rollout), the Board authorized reimbursements, upon homeowners' requests, for out-of-pocket guest fees paid at pool entry prior to Guest Card issuance (maximum refund of up to 5 guest fees based on attendance records from Aquatic Center and Beach Club).

### **NEW BUSINESS**

**Discuss and Act on Any Non-Confidential Items from Homeowner Open Forum** – The homeowners attending the Open Forum will send an email and pictures to staff to research the possibility of adding and/or moving trash cans along SRCA trails to maximize trash collection.

### **ASSOCIATION REPORTS**

**Financial Report** – Financial Manager Duray reviewed the following May financial reports as presented in the Board Packet:

- Detailed Balance Sheet
- Schedule of Revenues and Expenses, Operating Fund
- Restricted and Non- Restricted Investment Schedule
- Summary of Accounts Receivable by Type
- Summary of Bad Debt Expense/Reserve
- Performance History Reports from Cadent Capital LLC

### **EXECUTIVE SESSION CONVENED AT 2:22 PM**

### **OPEN SESSION RECONVENED AT 4:42 PM**

#### **Summary of Executive Session:**

President Dell'Antonia made a motion to accept the Executive Session summary as listed below. Director Buerkle seconded; the motion passed unanimously.

**Foreclosure Report** – N/A. No monthly foreclosure report was presented for Board review/action due to not getting the R&W report in time for Board Meeting.

**Information Only Reports** – Executive Director Matt, Executive Administrator Elliott, and Compliance & ARC Director Adams presented the following Reports: Payment Plan Status, Collections Committee Waivers, Violations, Lease Registrations, Appeals (No May Meeting), Variance, and Projects.

Director Vartian made a motion to approve all Information Only Reports. Secretary Closs seconded; the motion passed unanimously.

### **Board Liaison Committee Reports Including Any Updates to the Strategic Plan**

- Director Buerkle provided verbal update on monthly water consumption.
- Treasurer Counts presented Finance Committee Report and provided an update on the GM Collections Process. GM's VP of Onsite Management was asked to research to ensure SRCA and homeowner accounts are charged correctly according to contract for Non-Sufficient Funds (NSF) and Attorney Referral charges.
- President Dell'Antonia and Executive Director Matt will meet with SRCA General Counsel to review new State legislation as it relates to the Mod Committee.
- Secretary Closs provided an update on upcoming Social Events.
- President Dell'Antonia reported ongoing discussions with Tucker Hill and TxDot regarding environmental impact with the proposed 380 Bypass.
- GM's VP of Onsite Management advised upcoming Ciranet Training opportunities for Board members.

**Review and Approve Funding for Irrigation Infrastructure Update** – Tabled for next month.

**Review and Approve Resolution to Open Local Bank Account for Depositing Guest Fees** – Vice President Batson made a motion to approve resolution to open a local bank account. Director Norton seconded. Upon further discussion, Vice President Batson amended the motion to approve resolution to open local bank account with two (2) authorized signatories on account, the Board President and the Board Treasurer, and at least one of the signatories required for a transaction. Director Vartian seconded; motion passed unanimously.

**Review Shaddock Homes Request for Annexation** – Executive Director Matt informed the Board on a possible annexation proposed by Shaddock Homes.

**Legal Update** – Attorney Watten provided an update on association legal matters.

**Discuss and Act on Any Confidential Items from Homeowner Open Forum** – There were no items to discuss.

**ADJOURNMENT**

Secretary Closs made a motion to adjourn the meeting. Director Norton seconded; the motion passed unanimously. The meeting adjourned at 4:45 PM.

  
Joe Closs (Jun 28, 2023 17:03 CDT)

Joe Closs, Secretary

Jun 28, 2023

Date

**MISSION STATEMENT**

**Preserve and enhance the quality and natural beauty of Stonebridge Ranch for our residents. Offer and maintain attractive amenities, active lifestyle opportunities and leadership which protects property values and the financial health of the community.**

# STONEB - 230622 BOD Meeting Minutes - Final

Final Audit Report

2023-06-28

Created:	2023-06-28
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 Signer jvcloss@stonebridgeranch.com entered name at signing as Joe Closs

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 Document e-signed by Joe Closs (jvcloss@stonebridgeranch.com)

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 Agreement completed.

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