



Stonebridge Ranch Community Association, Inc.

MEETING MINUTES STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC. August 24, 2023

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, August 24, 2023, at 6201 Virginia Parkway, McKinney, TX 75071 and via Zoom (www.zoom.us, Meeting ID 856 4414 6856).

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 (Zoom)
Connie Baxter, Lifestyle Director, GrandManors
Eric Ortega, Maintenance Supervisor, GrandManors
Mathew Roebuck, L&G Director, GrandManors
Scott Finley, Communications Director, GrandManors
Jodie Walker, VP of Onsite Management, GrandManors
Alastair Doherty, Maintenance Tech, GrandManors
Micah Reed, Pool Tech, GrandManors

Guests

Steve Watten, Attorney (Zoom)
Michael Artwick, Homeowner
Thomas Mitchell, Homeowner

CALL TO ORDER

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

Board recognition of maintenance staff for their exemplary response to an incident at the Aquatic Center that returned the pool to safe use for residents. Maintenance Supervisor, Eric Ortega, Pool Tech, Micah Reed, and Maintenance Tech, Alastair Doherty, were recognized.

HOMEOWNER OPEN FORUM

Mr. Artwick addressed the Board about the decline in landscape upkeep with homes around Fountain View Village and shared concerns about landlords not taking care of rental properties. Board advised SRCA cannot disclose information on homeowners' accounts and encouraged Mr. Artwick to continue to report out of compliance properties that he sees so the SRCA Compliance Department can investigate the discrepant condition.

Mr. Mitchell spoke about maintenance of natural area landscaping within SRCA. President Dell'Antonia explained SRCA contracts for different levels of landscaping service, depending on the designation category of each common area.

CONSENT AGENDA

Director Norton made a motion to accept consent the following agenda items:

- Approval of the July 20, 2023, Board of Directors Meeting Minutes
- Approval of New L&G Committee Member, Matt Swor
- Governance, Reviewed with No Changes:
 - Long Term Investment Policy

Secretary Closs seconded; the motion passed unanimously.

OLD BUSINESS

Board Guideline/Policy Review –

Treasurer Counts made a motion to accept the following Revised Board Guideline/Policy:

- Time Saving Operational Guideline for Collections – Counts

Vice President Batson seconded; the motion passed unanimously.

Treasurer Counts made a motion to accept the following Revised Board Guideline/Policy, conditionally pending update from Collections whether payment plan defaults will automatically be referred to Collections Attorney:

- Payment Plan Policy – Counts

Director Buerkle seconded; the motion passed unanimously.

Treasurer Counts made a motion to accept the following Revised Board Guideline/Policy:

- Commitments and Disbursements Guideline – Counts

Vice President Batson seconded; the motion passed unanimously.

Treasurer Counts made a motion to accept the following Revised Board Guideline/Policy:

- Asset Management Guideline – Counts

Director Buerkle seconded; the motion passed unanimously.

Treasurer Counts made a motion to accept the following Revised Board Guideline/Policy:

- Short Term Investment Policy – Counts

Director Buerkle seconded; the motion passed unanimously.

Review and Approve New Cash Management Guideline – Vice President Batson made a motion to request onsite staff to amend Guideline and present for Board Approval via Electronic Vote. Treasurer Counts seconded; President Dell’Antonia opposed. The motion passed.

Review and Approve Guideline or Policy Regarding Common Area Tree Trimming – Director Buerkle made a motion to accept the Tree Trimming Guideline as presented. Director Varian seconded. Secretary Closs amended the motion to accept the Tree Trimming Guideline with minor revisions. Director Buerkle seconded; the motion passed unanimously.

ACTIVENet Updates (Includes Guest Pass Status Report) – Executive Administrator Elliott provided an update on new ID cards issuance. Director Buerkle made a motion for onsite staff to present a roll-out and implementation plan at the next Board meeting. Vice President Batson seconded; the motion passed unanimously.

NEW BUSINESS

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

Review Strategic Plans (Current 8 Strategies) and Forward Look – There were no actions taken.

ASSOCIATION REPORTS

Financial Report – Executive Director Matt reviewed the following July 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 3:58 PM

OPEN SESSION RECONVENED AT 6:22 PM

Summary of Executive Session:

President Dell’Antonia made a motion to accept the Executive Session summary as listed below. Vice President Batson seconded; the motion passed unanimously.

Foreclosure Report – There were no accounts this month needing Board review/action.

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, Variance, and Project Reports. Director Vartian made a motion to approve the above Information Only Reports. Director Norton seconded; the motion passed unanimously.

2023 Texas Legislative Session Summary (Information Only) – There were no actions taken.

Review and Approve Funding for Erosion Projects: Quail Creek and Melton Ridge – President Dell’Antonia made a motion to table the review and approval of funding for Quail Creek Erosion Project until next month. Director Vartian seconded; the motion passed unanimously.

Director Buerkle presented background information on Melton Ridge Erosion Project; no action needed at this time.

Review and Approve Funding for Weather Station Recommendation – Director Buerkle made a motion to approve \$15,000, to add one (1) Wi-Fi Station Direct Power and five (5) Cellular Stations Solar Powered weather stations throughout SRCA, funding to come from Reserves, Master Landscape Plan. Vice President Batson seconded; the motion passed unanimously.

Review and Approve Proposed Contract Addendums to L&G Contractors – Director Buerkle made a motion to approve presenting to LMC’s a “Request For Proposal” for analytics on current contracts scope of work. Vice President Batson seconded; the motion passed unanimously.

Review and Approve Classic Construction Contract for Waterbury – Director Vartian made a motion to approve Classic Construction Contract for \$331,637.00 for the project to reconstruct the Waterbury Boardwalk. Secretary Closs seconded; the motion passed unanimously.

Update Beach Club Renovation and Recommendation for PR Firm – Director Norton made a motion to approve vendor selection for PR Firm, Three Box, for Phase I of proposed Beach Club Renovation, pending contract review. Vice President Batson seconded; the motion passed unanimously.

Board Liaison Committee Reports Including Any Updates to the Strategic Plan

- Director Buerkle presented the monthly L&G Update.
- Treasurer Counts provided an update on Collections Process Verification.
- Secretary Closs advised this year’s Stonebridge Ranch Day will have a drone show, instead of fireworks, as the city recently instituted a Burn Ban. Secretary Closs also reported that the Social Committee is monitoring the formation of a Veteran’s Club using the Club Formation Guideline approved at last month’s Board of Directors meeting.

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

Director Buerkle made a motion to adjourn the meeting. Director Vartian seconded; the motion passed unanimously. The meeting adjourned at 6:27 PM.


Joe Closs (Sep 5, 2023 15:16 CDT)

Joe Closs, Secretary

Sep 5, 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 - 230824 BOD Meeting Minutes - Final

Final Audit Report

2023-09-05

Created:	2023-09-05
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