



**Stonebridge Ranch  
Community Association, Inc.**

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MEETING MINUTES  
STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC.  
August 20, 2020

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, August 20, 2020 at 6201 Virginia Parkway, McKinney, Texas 75071 and virtually utilizing Zoom (www.zoom.us, Meeting ID 883 1847 9669).

**Directors Present**

Jon Dell’Antonia, President  
Norm Counts, Vice President/Treasurer  
Jim Norton, Secretary  
Kristen Vartian, Director (exited 5:12 pm)  
Joe Closs, Director (online)  
Amanda Batson, Director (online)  
Jim Buerkle, Director (entered 12:32 pm)

**Management Present**

Greg Herbst, Director of Operations, CMA  
Pam Grundy, Onsite Vice President, CMA (online)  
Bill Partridge, CFO, CMA (online)  
Rony Peterson, Recording Secretary, CMA (online)

**Guests**

Mike Cameron, Homeowner  
Jerry Kreisler, Homeowner (online)  
Tiffany Chen, Homeowner (online)  
Holly Tripp, Homeowner (online)

**CALL TO ORDER**

A quorum having been established, President Dell’Antonia called the meeting to order at 12:30 pm.

**NEW BUSINESS**

Vice President/Treasurer Counts made a motion to approve James (Jim) Buerkle to the Board of Directors **to fill the unexpired term of Director Michael Kaltenbaugh who resigned effective July 31, 2020.** Director Vartian seconded; the motion passed unanimously.

President Dell’Antonia noted that Director Closs will serve as the Amenities Committee Liaison. Director Buerkle will serve as the Social Committee Liaison and on the Appeals Committee.

**HOMEOWNER OPEN FORUM**

Mike Cameron asked the Board to take a public stance regarding the proposed event center at the southwest corner of Lake Forest Drive and Virginia Parkway.

**RATIFY BOARD DECISIONS SINCE LAST MEETING**

Vice President/Treasurer Counts made a motion to ratify the approval of the July 16, 2020 Board of Directors Meeting minutes. Director Closs seconded; the motion passed unanimously.

**NEW BUSINESS**

**Discuss and Act on Any Non-Confidential Items from Homeowner Open Forum –** The Board does not have enough information at this time to determine a stance regarding the proposed event center at the southwest corner of Lake Forest Drive and Virginia Parkway.

## **OLD BUSINESS**

**Coronavirus (COVID-19)** – The Board approved the following September events with social distancing modifications:

- Evening on the Veranda on September 11, 2020.
- Wine Tasting on September 28, 2020.
- Labor Day at the Beach Club on September 7, 2020. The pool will be open for normal operating hours (three swim sessions up to 50% capacity), with up to three (3) guests admitted per resident household. A DJ will play for much of the day.
- Stonebridge Ranch Day on September 19, 2020.

### **Accessory Structures (Detached), Arbor/Pergola/Gazebo, Detached Patio Covers Guideline**

- Secretary Norton made a motion to approve the Modification Design Guideline as presented in the packet with these changes:

- ⓑ Material must be corrugated polycarbonate.
- ⓑ Minimum three (3) inch gap or a gutter required between the corrugated polycarbonate and the cedar wood trim on the front of the arbor/pergola.
- ⓑ Add the minimum thickness of the corrugated polycarbonate.

Director Vartian seconded; the motion passed unanimously.

**Board Guideline Review** – Director Batson made a motion to approve the proposed changes to the Commitments and Disbursements Guideline as presented in the board packet. Director Vartian seconded; the motion passed unanimously.

Vice President/Treasurer Counts made a motion to approve all proposed changes to the Long- and Short-Term Investment Policies as presented in the board packet. Secretary Norton seconded; the motion passed unanimously.

## **ASSOCIATION REPORTS**

**Financial Report** – CFO Partridge, CMA, presented the Balance Sheet and Income Statement.

**Strategic Plan** – Updates to Action Items #1 Financial and Operational Health of the Association, #2 Water Conservation Plan, #6 Project Management, #9 Benchmark Other Large Homeowner Associations, and #10 Board and Committee Development were reviewed.

**Board Liaison Committee Report** – Board Liaisons presented updates on committee activities.

President Dell'Antonia made a motion to give Director Vartian and Modifications Committee Chair Thompson the authority to make decisions regarding fence modification applications due to the storm on Sunday, August 16, 2020. This authority will expire on September 30, 2020. Secretary Norton seconded; the motion passed unanimously.

**Director of Operations Report** – Director of Operations Herbst updated the Board of Directors regarding tree trimming in common areas following the recent storm; a meeting he held with the City of McKinney, President Dell'Antonia, and Vice President/Treasurer Counts regarding water; and his upcoming vacation and staff coverage.

**EXECUTIVE SESSION CONVENED AT 2:41 PM**

**OPEN SESSION RECONVENED AT 5:29 PM**

**Summary of Executive Session**

**Foreclosure Report** – The Board denied the foreclosure for account #00300130072. The Board approved the Pre-MLS accounts #00300210131 and #00300340100.

**Covenant Enforcement and Fining Policy** – The Board updated the Covenant Enforcement and Fining Policy with the following changes:

- ⌘ Include trash (debris) removal as a Priority Violation
- ⌘ Correct word ‘nay’ to ‘any’ in Section #4c
- ⌘ Replace Priority Type II with just Priority
- ⌘ Change daily fine for Front Yard Swings to \$10
- ⌘ Add verbiage to allow additions to this category
- ⌘ Effective October 1, 2020 to allow time for corrections, filing, and communication

**Appeals Committee Recommendations** – The Board approved the recommendations as presented in the board packet with the noted change to the minutes that Chairman Vartian called the meeting to order and Committee Member Batson made the motion. Committee Member Closs seconded.

**Informational Reports** – The Collections Committee, Violation, and Project Reports were accepted as presented in the board packet. The Board approved closing the Master Landscape Plan Project Report.

**Legal Updates** – Director of Operations Herbst discussed legal updates.

The Board approved to utilize OLM for two (2) days March—October and one (1) day November—February.

**Adriatica Discussion** – The Board approved to fund up to a certain amount the purchase and installation of one fountain located in Stonebridge Lake in the Adriatica area and add a sidewalk on the north edge of Adriatica Villas. The Board will also fund the electricity to run the fountain. The funds will come from the Capital account. Adriatica Villas will be responsible for all future repair and/or replacement of the fountain.

**Strategic Financial Discussion** – Vice President/Treasurer Counts updated the Board regarding financial conditions and water conservation.

**Winter Haven Project** – Director of Operations Herbst updated the Board regarding the Winter Haven dredging project.

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

Vice President/Treasurer Counts made the motion to approve all decisions made during the executive session. Secretary Norton seconded; the motion passed unanimously.

**ADJOURNMENT**

The meeting adjourned at 5:30 PM.

  
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Jim Norton, Secretary

9-24-20  
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Date