



**Stonebridge Ranch  
Community Association, Inc.**

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MEETING MINUTES  
STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC.  
January 28, 2021

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, January 28, 2021 at 6201 Virginia Parkway, McKinney, Texas 75071 and virtually utilizing Zoom (www.zoom.us, Meeting ID 832 9442 3356).

**Directors Present**

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

**Management Present**

Greg Herbst, Director of Operations, CMA  
Rob Koop, Executive Vice President of Portfolio Operations, CMA  
Bill Partridge, CFO, CMA  
Rony Peterson, Recording Secretary, CMA (online)

**Guests**

Debra Becker, Homeowner  
Paulette Anderson, Homeowner  
Nancy Robertson, Homeowner  
Valerie Henisey, Homeowner (online)  
Kay Mangham, Homeowner (online)  
Craig Harrington, Homeowner (online)  
Belinda Dugas, Homeowner (online)  
Scott Wilder, Homeowner (online)  
Kenneth Becker, Homeowner (online)  
Sheryl Ek, Amenities Committee Member (online)  
Lisa Porter, Amenities Committee Member (online)

**CALL TO ORDER**

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

**HOMEOWNER OPEN FORUM**

- Ⓓ Debra Becker addressed the Board against the restriping of one tennis court to include lines for pickleball play. She also suggested a barrier between the restriped court and the adjacent tennis court for safety. Board approved adding a net.
- Ⓓ Paulette Anderson and Nancy Robertson addressed the Board regarding the 380 TXDOT project. President Dell'Antonia addressed their concerns during the forum.
- Ⓓ Valerie Henisey addressed the Board to request a restriction on all mowing to be allowed between the hours of 8:00 am to 10:00 pm only.
- Ⓓ Kay Mangham addressed the Board concerning a neighboring lot and the landscaping condition.

## **RATIFY BOARD DECISIONS SINCE LAST MEETING**

Director Buerkle made a motion to approve the December 17, 2020 Board of Directors Meeting Minutes. Vice President/Treasurer Counts seconded; the motion passed unanimously.

Director Batson made a motion to approve the Candidate Videos for the upcoming Election. Director Vartian seconded; the motion passed unanimously.

## **NEW BUSINESS**

**Discuss and Act on Any Non-Confidential Items from Homeowner Open Forum** – All discussion occurred during Homeowner Open Forum. No action was required.

**Resolution: SRCA Board Process Dashboard** – Vice President/Treasurer Counts asked for volunteers for the work group. President Dell’Antonia, Secretary Norton, and Directors Closs and Buerkle volunteered.

**Resolution: Budget-Assessment Communications Plan** – Director Batson made a motion to approve moving forward with plan development as presented in the packet. Once completed, the proposed plan will be presented to the Board for approval. Director Closs seconded; the motion passed unanimously.

**Resolution: Rename Financial Statements Account – Retained Earnings to Net Assets** – Vice President/Treasurer Counts motioned to approve changing the wording “Retained Earnings” to “Net Assets” on the balance sheet. Director Batson seconded; the motion passed unanimously.

**Resolution: Limiting Rentals** – Director Vartian discussed limiting the number of home rentals in the future. This topic will be reviewed after more research has been conducted.

**Resolution: Compliance Inspection prior to Resale Certificate** – Director Vartian discussed adding a required compliance inspection prior to issuing a resale certificate. More research will be conducted by Director Vartian, Director of Operations Herbst, Compliance Supervisor Robinson and Association Attorney Pellar. Other associations may be contacted on behalf of the Board to explore applicable processes.

**Benchmarking Study** – Director Closs will present recommendations at the February Board of Directors Meeting based on the information presented in this packet.

**Lakes Trail** – Amenities Committee Members Ek and Porter presented the possibility of designating a Lakes Trail which passes by all the lakes/ponds in Stonebridge Ranch. This topic will be continued at the February Board of Directors Meeting with the Board’s questions to be answered before moving forward with the project.

**2021 Annual Meeting Notice Letter/Website Documents** – President Dell’Antonia made a motion to accept the Annual Meeting Notice Letter and Website Documents (Candidate Bios, Absentee Ballot and Proxy Form) as presented in the packet, and to host the Board Organizational Meeting on Thursday, March 11<sup>th</sup> at 1:00 pm via Zoom or in the office. Director Batson seconded; the motion passed unanimously.

**Water Management** – Director of Operations Herbst updated the Board regarding the December and annual review of the 2020 water management.

**Natural Areas** – Vice President/Treasurer Counts made a motion to approve a one-time offer to pay for half, up to \$1,500, of the haul-off costs of all the landscaping debris from Woodland Bridge piled on common area. Secretary Norton seconded; the motion passed unanimously.

Secretary Norton made a motion to approve removing trees along a walkway at Crestway, (north of Wyndor Grove) and adding sod to allow turf to grow. The cost is covered under the current operational budget. Director Vartian seconded; the motion passed unanimously.

A Board Resolution for Native Areas will be drafted as the basis for a Board Guideline for future projects.

### **OLD BUSINESS**

**380 Project Update** – President Dell’Antonia made a motion to approve the letter to Texas Department of Transportation (TXDOT), included in the packet, with minor changes. Director Closs seconded; the motion passed unanimously.

**Governance Management Work Project** – Director Batson presented the continued work regarding Governance Management.

**Emergency Preparedness Review** – Vice President/Treasurer Counts made a motion to approve the updates to the Summary Page of the Emergency Preparedness Plan as presented in the packet. Director Vartian seconded; the motion passed unanimously.

**Board Guideline Review** – Director Norton made a motion to approve the following guideline and policies:

- a. Handling Media Inquiries – reviewed
- b. Firearm Policy – reviewed
- c. Whistleblower Policy – reviewed
- d. Long-Term Investment Policy updated as presented in the packet

**CMA Management recommends that the SRCA investment policy emphasize safety of principal first, then liquidity, and finally return on investment, which is generally accepted as industry standard.**

Director Vartian seconded; the motion passed unanimously.

### **ASSOCIATION REPORTS**

**Financial Report** – CFO Partridge, CMA, presented financials. The Board directed the amount left from the color beds project to be moved to Capital – Undesignated.

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

Director Norton made a motion to approve the following seats on the Landscape and Grounds Committee:

- ⓑ Jay Miller – Chairman
- ⓑ Chris Spear – Co-Chair Landscape
- ⓑ Mary Reddan – Co-Chair Hardscape
- ⓑ Mary Patrick – Secretary
- ⓑ Lori Cota – First Alternate

Director Buerkle seconded; the motion passed unanimously.

Vice President/Treasurer Counts made a motion to approve the officers of the Finance Committee:

ⓓ Bill Marley – Chairman

ⓓ Ted Barron – Secretary

Secretary Norton seconded; the motion passed unanimously.

**Director of Operations Report** – Director of Operations Herbst updated the Board regarding the recent flood of the Association Office and related insurance coverage, as well as the status of the agreement with Adriatica regarding common area sidewalk and fountain installation.

**EXECUTIVE SESSION CONVENED AT 5:41 PM**

**OPEN SESSION RECONVENED AT 6:23 PM**

**Summary of Executive Session**

**Foreclosure Report** – Account #00300760053 can be settled to cover all costs prior to the 2021 Assessment. If the settlement is accepted then payment is required immediately. Moving forward the lot will be considered Adriatica Common Area and assessments will not apply.

**Appeals Committee Recommendations** – The Board approved the recommendations as presented in the board packet with the change to 00300420002 attending the February 2021 Appeals Meeting and correcting the double entry for 00300230014.

**Informational Reports** – The Board accepted the Collections Committee, Violation Report and Project Reports as presented in the board packet.

**Annexation Paradiso Valle** – Director of Operations Herbst alerted the Board that the final draft of the governing documents has not yet been received.

**Adriatica** – This topic was discussed under the Foreclosure Report section.

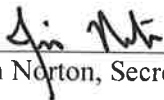
**Legal Updates** – Director of Operations Herbst updated the Board regarding legal matters.

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

**Non-Submittal Fines** – President Dell'Antonia made a motion to add a Priority Violation daily fine of \$10 for non-submittal violations. Director Vartian seconded; the motion passed unanimously.

**ADJOURNMENT**

The meeting adjourned at 6:24 PM.

  
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Jim Norton, Secretary

2-25-2021  
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Date