



**Stonebridge Ranch
Community Association, Inc.**

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MEETING MINUTES
STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC.
May 27, 2021

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, May 27, 2021 at 6201 Virginia Parkway, McKinney, Texas 75071 and virtually utilizing Zoom (www.zoom.us, Meeting ID 876 8562 5954).

Directors Present

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

Management Present

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

Guests

Kay Mangham, Homeowner
William D. Patterson, Homeowner (online)
Brian Millet, Homeowner (online)
Larry and Mitzi George, Homeowner (online)
Jerry Gantzer, Homeowner (online)

CALL TO ORDER

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

HOMEOWNER OPEN FORUM

- ⓑ Kay Mangham, 5811 Bridge Point Dr, addressed the Board concerning the maintenance of a neighboring property and other properties she believes are not in compliance.
- ⓑ William D. Patterson, 8410 Kestrel Court, addressed the Board concerning short-term rentals.

RATIFY BOARD DECISIONS SINCE LAST MEETING

Director Batson made a motion to approve the April 22, 2021 Board of Directors Meeting Minutes, May 10, 2021 Board of Directors Special Meeting Minutes and the May 21, 2021 Board of Directors Special Meeting Minutes. Director Closs 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.

Compliance Hold Types – Director of Operations Herbst updated the Board of Directors on the Holds Report. The report is still a work in progress. When ready, it will be sent weekly to the Board of Directors.

Going forward, when a violation is corrected, the Compliance Coordinators will take a photo to document the correction. They will attach the photo to the account before closing the violation. They will also make a note in the system that the violation has been corrected. This will allow anyone viewing the account to know why the violation was closed.

Bylaws – Vice President/Treasurer Counts presented updates regarding the Texas Property Code which may need to be incorporated into Association documents. Vice President/Treasurer Counts will bring a resolution to the Board in an upcoming meeting.

Dashboard Metrics – There was no action taken regarding this topic.

Palm Tree Discussion – Vice President/Treasurer Counts made a motion to approve keeping the live palm trees in their current location. Director Buerkle seconded; the motion passed.

Future Design Guidelines – Secretary Vartian will discuss wind turbines with the Association Architect to determine possible parameters for a guideline, including, but not limited to, permissible size, dimension, location, and number per lot. In the future, some (as yet undetermined) Design Guidelines may be updated to require an approved City Permit with Modification Application submission. Also, rear setback guidelines for outdoor fireplaces will be adjusted to match the City of McKinney guidelines.

OLD BUSINESS

Landscaping – Tree/Shrub Removal – Director Buerkle made a motion to require the removal of dead trees by October, 31, 2021 and the replacement of required trees by January 31, 2022. Secretary Vartian seconded; the motion passed unanimously.

Board Guideline Review –

Director Batson made a motion to approve the following Board Guidelines and Policies as presented in the board packet with the additional noted change:

- a. Common Area Signage Policy - updated
- b. Communications Committee Guideline - updated
- c. Editorial Guidelines - updated
- d. Email Registration Policy – add date 05/27/2021 to the Revision Log with the wording “Board reviewed and made no changes.”
- e. Newsletter & Website Content Guideline – archived because the Editorial Guidelines include current guidelines for newsletter and website content.
- f. Official Social Media Channels Guideline - reviewed
- g. Social Media Interaction Policy – reviewed

Director Buerkle seconded; the motion passed unanimously.

Secretary Vartian made a motion to approve the updated Design Guidelines as presented in the board packet with this addition to the Prohibited Items list: t) “Free standing poles – with the exception of an approved structure, birdhouses, flag poles, and little free libraries.” Director Buerkle seconded; the motion passed unanimously.

ASSOCIATION REPORTS

Financial Report – CFO Partridge, CMA, presented the full financial report. Going forward, the Variance Report will be included monthly in the Board Packet.

Strategic Plan – The Board updated #2 Water Conservation Plan.

EXECUTIVE SESSION CONVENED AT 4:06 PM

OPEN SESSION RECONVENED AT 6:55 PM

Summary of Executive Session

Foreclosure Report – The Board approved 00300430013 and 00300620113 for Pending Pre-Foreclosure.

Appeals Committee Meeting Materials – CMA staff will no longer supply homeowner notes with the Appeals Committee packet.

Appeals Committee Recommendations – The Board approved the recommendations as presented in the board packet with the following alternate option for account 003MR010114: “Owner may keep wrought iron fence if moved 15 feet from the sidewalk, install a small canopy tree outside the fence, install shrubs along the outside of the fence, and any cedar fence that has posts facing public view must be flipped to face inside the backyard. If accepted, you will have 45 days from the date of the letter to complete the project. If alternate option is not accepted as noted, you must bring the fence into compliance within 30 days as noted above.”

Secretary Vartian abstained from the vote.

The Board approved giving the Appeals Committee the full authority of the Board to make final decisions on all appeals, Board Directed Fines, and time extension requests.

The Board approved replacing Director Batson on the Appeals Committee with Director Ross.

The Board approved the Executive Committee to be composed of the officers of the Board of Directors. The committee is empowered to make decisions when the entire Board of Directors is unavailable for time-sensitive matters.

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

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

The Board approved to add eight additional flow meters subject to the Director of Operations review of the quote.

The Board approved to add Gary Lauman and James (Jim) Moore to the Landscape and Grounds Committee.

The Board approved adding Terry Prescott to the Modifications Committee.

Director of Operations Report – This topic was discussed under other sections.

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

Treasurer's Forward Looking Discussion – The Board approved moving funds from the Operations Budget to the Repair & Replacement Budget.

The Board approved allocating the second half of the annexation funds from Paradiso Valle to the Amenities Capital budget and, beginning in 2022, returning to the standard practice of allocating 1.5% of assessments to the Amenities Capital budget.

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

ADJOURNMENT

The meeting adjourned at 6:55 PM.



Kristen Vartian, Secretary



Date