

MEETING MINUTES
STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC.
October 14, 2021

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, October 14, 2021, at 6201 Virginia Parkway, McKinney, Texas 75071. The meeting was also available virtually utilizing Zoom (www.zoom.us, Meeting ID 882 8887 0709).

Directors Present

Jon Dell'Antonia, President
Norm Counts, Vice President/Treasurer
Kristen Vartian, Secretary
Amanda Batson, Director
Jim Norton, Director
Jim Buerkle, Director
Mary Thompson, Director

Management Present

Rob Koop, Executive Vice President, CMA
Rony Peterson, Recording Secretary, CMA

Guests

Kim Frank, Homeowner
Garrett Lacara, Homeowner
Kay Mangham, Homeowner (online)
James McClain, Homeowner (online)
Brian Millet, Homeowner (online)
Mike Lesku, VP of On-Site Operations, CMA
Kelli Agnew, Compliance Supervisor, CMA
Karyn Bradley, CFO, CMA

CALL TO ORDER

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

HOMEOWNER OPEN FORUM

Kim Frank addressed the Board to request approval to replace her current wrought iron fence with the same height and style. The Board advised Mrs. Frank to follow the submittal process for modification applications.

Garrett Lacara addressed the Board to inquire as to why the management company was leaving and questioned the process for a record request for variances granted for fences in Stonebridge Ranch. Mr. Lacara will email the Board President, Jon Dell'Antonia, directly for the records request.

RATIFY BOARD DECISIONS SINCE THE LAST MEETING

Director Norton made a motion to ratify the approval of the September 23, 2021, Board of Directors Meeting Minutes. Director 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.

Resolution: Asset Management Guideline – Vice President/Treasurer Counts made a motion to accept the Asset Management Guideline as presented in the packet. Director Batson seconded; the motion passed unanimously.

Finance Committee Recommendation – The Finance Committee’s recommendation was provided in the packet.

2022 Budget Draft – Director Norton made a motion to approve the 2022 Budget and Repair and Replacement Budget with the following changes:

- ⓑ GL Code 5006-0001: add \$20k to the overall line item
- ⓑ GL Code 7008-0001: add \$50k to the overall line item
- ⓑ GL Code 7072-0014: add \$2,500 to the overall line item
- ⓑ Assessment for 2022 will be \$865 (a \$25 or 2.9763% increase)
- ⓑ Add \$40k for Wood Fence Replace on the Repair and Replacement Budget
- ⓑ Use R&R Contributions line to balance the budget

Director Buerkle seconded; the motion passed unanimously.

2022 Repair & Replacement Draft Budget – This topic was discussed with the 2022 Budget Draft.

OLD BUSINESS

Compliance Update – Compliance Supervisor Agnew, CMA, updated the Board regarding ongoing compliance issues.

Landscape & Grounds Project Updates – Executive Vice President Koop, CMA, discussed ongoing projects at Quail Creek, Melton Ridge, Area C rebid, and the contract for electrical at Stonebridge Plaza.

Director Buerkle made a motion to approve the estimate to have certain electrical boxes removed as part of the Decomposed Granite project at Stonebridge Plaza. Funding will come from the Repair and Replacement Budget under the Master Landscape Plan line. Director Vartian seconded; the motion passed unanimously.

Board Guideline Review – Director Norton made a motion to approve the following Board Guidelines or Policies as presented in the board packet:

- ⓑ Common Area Usage Including Stonebridge Plaza – reviewed
- ⓑ Pickleball Courts Usage – reviewed
- ⓑ Tennis Resident and Non-Resident Usage - reviewed

Director Buerkle seconded; the motion passed unanimously.

Board Liaison Committee Reports – Director Norton made a motion to instruct the landscape companies to leave a six (6) foot wide and at least one (1) foot tall growth ring along the lakes and ponds. Director Batson seconded; the motion passed unanimously.

Director Norton made a motion to approve the installation of the Lakes & Trails signage. Director Batson seconded; the motion passed unanimously.

Director Batson made a motion to approve Afsaneh Talai as the Communications Committee Secretary. Director Thompson seconded; the motion passed unanimously.

Director of Operations Report – Executive Vice President Koop informed the Board of Directors that any questions regarding the management transition or procedural questions need to go through CEO Judi Phares and himself effective immediately.

Management Dashboard – Vice President/Treasurer Counts presented the Management Dashboard.

ASSOCIATION REPORTS

Financial Report – Executive Vice President Koop presented the Balance Sheet, Income Statement and Variance Report.

Strategic Plan – The Board did not have any updates.

EXECUTIVE SESSION CONVENED AT 5:07 PM

OPEN SESSION RECONVENED AT 5:29 PM

Summary of Executive Session

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

Legal Updates – Executive Vice President Koop updated the Board regarding legal matters.

The Board approved moving forward with the Melton Ridge Project, utilizing Tejas Stoneworks Construction and Manders Maintenance. Funding for the project will come from moving operations money to the repair and replacement budget.

Treasurer’s Forward-Looking Discussion – Vice President/Treasurer Counts discussed the Treasurer’s Forward-Looking items.

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

ADJOURNMENT

The meeting adjourned at 5:29 PM.


Kristen Vartian (Nov 30, 2021 06:22 CST)

Kristen Vartian, Secretary

Nov 30, 2021

Date