



MEETING MINUTES  
STONEBRIDGE RANCH COMMUNITY ASSOCIATION,  
INC.  
January 27, 2022

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, January 27, 2022, at 6201 Virginia Parkway, McKinney, Texas 75071. The meeting was also available virtually utilizing Zoom (www.zoom.us, Meeting ID 857 5607 8021).

**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**

Chris Schappaugh, Executive Director, GrandManors  
Lee-Yen Elliott, Executive Assistant, GrandManors  
Scott Selman, VP of Onsite Management, GrandManors  
Donn Gilray, Director of Accounting, GrandManors

**Guests**

Walt Lammert, Homeowner  
Jerry Bradley, Homeowner (online)  
Steve Watten, Attorney (online)  
Barry Kleckner, Compliance Chair (online)  
Eric Adams, Compliance / ARC Supervisor, GrandManors  
Connie Baxter, Lifestyle Director, GrandManors  
Gerard Hiddink, L&G Manager, GrandManors  
Susan Spoonemore, Communications Director, GrandManors

**CALL TO ORDER**

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

**HOMEOWNER OPEN FORUM**

- Mr. Walt Lammert addressed the Board regarding a neighbor's rooftop solar energy device.
- Mr. Jerry Bradley addressed the Board (online) regarding prohibition of homeowners to carry legal firearms onto common area.

**CONSENT AGENDA**

President Dell'Antonia made a motion to accept consent agenda as stated. Director Batson seconded; the motion passed unanimously.

## **OLD BUSINESS**

**Board Guideline Review** – President Dell’Antonia made a motion to approve the following Current Board Guidelines or Policies as presented in the board packet:

- Handling Media Inquiries – reviewed, no changes made
- Firearm Policy – reviewed, no changes made
- Whistleblower Policy– reviewed, no changes made

Director Batson seconded; the motion passed unanimously.

## **NEW BUSINESS**

**Discuss and Act on Any Non-Confidential Items from Homeowner Open Forum** – Modifications Committee to review solar panel application in reference to frame color being objectionable to other property owners. Board discussed enforcement of Firearms Policy in common area. Board will confer with Attorney on above.

**Discuss Upcoming Board Election** – Board discussed upcoming election process. Director Buerkle moved that we include 2 drawings for free HOA dues for voters, not necessarily attendees. Director Batson amended motion to include proxy voters. Director Buerkle accepted amendment. Director Thompson seconded; the motion passed unanimously.

**Review and Adopt the Revised Strategic Plan** – Director Batson made a motion to approve the 2022 Strategic Plan. Director Norton seconded; the motion passed unanimously.

**Review and Adopt the Reserve Spending Plan**– Vice President/Treasurer Counts made a motion adopt Reserve Study. Director Buerkle seconded; the motion passed unanimously.

**Review and Approve Granting the Finance Committee Access to Ciranet Financials and Accounts Payable Records for the Association and Update the Finance Committee Guideline to Reflect Such Access**– Board discussed Ciranet financials and accounts payable records for Committee members. Director Buerkle made a motion to accept policy for Finance Committee. Director Vartian seconded; the motion passed unanimously.

**Review and Approve New Committee Members for the Finance Committee** – Vice President/Treasurer Counts made a motion approve new committee members. Director Batson seconded; the motion passed unanimously

**Irrigation Report** – Director Buerkle reported on the SOS Irrigation results and working with the City Water Department to produce an accurate and complete report.

## **ASSOCIATION REPORTS**

**Financial Report** - Vice President/Treasurer Counts presented a current financial report.

**Strategic Plan** - There were no items to discuss.

## **EXECUTIVE SESSION CONVENED AT 2:45 PM**

### **OPEN SESSION RECONVENED AT 6:05 PM**

#### **Summary of Executive Session**

**Transition Report** – Board discussed with GrandManors transition status. On topic of fines for repeat offenders, Director Batson made a motion to amend collections policy to reflect fines should resume same level as previously cured violation. Director Buerkle seconded; the motion passed unanimously. On topic of voluntary payment plans, Director Buerkle made a motion to change payment plan policy to reflect change in removing \$10 (monthly administration) fee. Director Norton seconded; the motion passed unanimously.

**Foreclosure Report** – There were no items to discuss. Chris Schappaugh to communicate with Attorney regarding residents that are in Pre-Foreclosure and Foreclosure.

**Information Only Report** – Board reviewed Collections Report, Violation Report, Appeals Report, Project Reports.

**Residents Petitions** – There were no items to discuss.

**Board Liaison Committee Reports** – Board Liaisons reported on current and upcoming committee projects.

- Vice President/Treasurer Counts made a motion to approve the following Finance Committee members: J. Booker, A. Martin, and G. Warman.
- Director Thompson reported Social Committee re-election in December 2021 of Committee Chair, C. Scheuren and Secretary, P. Wertenberger.

**Review and Approve Funding Request for Irrigation Improvements** – Director Buerkle discussed ongoing project to replace pressure regulated sprinkler heads. Director Buerkle made a motion to approve head survey so he can come back to Board with competitive quote for replacement. Director Norton seconded; the motion passed unanimously.

**Review and Adopt a Guideline for Competitive Bids for L&G Projects** – Board discussed current vendor bidding process. Executive Director Chris Schappaugh proposed a preferred vendor bid list. President Dell'Antonia made a motion to table discussion. Director Norton seconded; the motion passed unanimously.

**Executive Director's Report** – There were no items to discuss.

**Repair and Replacement Plan for First Quarter, 2022** – Executive Director Chris Schappaugh reviewed the R&R Plan for First Quarter, 2022. Vice President/Treasurer Counts made a motion pull funds to approve funding (clarification needed) for First Quarter projects. Director Batson seconded; the motion passed unanimously

**Legal Update** – There were no items to discuss.

**Treasurer's Forward-Looking Discussion** – There were no items to discuss.

**Management Dashboard** - - There were no items to discuss.

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

**ADJOURNMENT**

The meeting adjourned at 6:08 PM.

**Kristen vartian**

Kristen Vartian, Secretary

**02/21/2022**

Date

**Signature:**   
Kristen Vartian (Feb 21, 2022 16:33 CST)

**Email:** kvartian@stonebridgeranch.com