



Stonebridge Ranch Community Association, Inc.

MEETING MINUTES STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC. JUNE 23, 2022

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, June 23, 2022, at 6201 Virginia Parkway, McKinney, TX 75071 and via Zoom (www.zoom.us, Meeting ID 88461455036).

Directors Present

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

Management Present

Chris Schappaugh, Executive Director, GrandManors
Lee-Yen Elliott, Executive Administrator, GrandManors
Eric Adams, Compliance & ARC Director, GrandManors
Scott Selman, VP of Onsite Management, GrandManors (Zoom)
Donn Gilray, VP of Accounting, GrandManors (Zoom)

Guests

Steve Watten, Attorney (Zoom)
Steven Schiffer, Homeowner
Nancy Gray, Homeowner
Holly and Steven Sullivan, Homeowner (Zoom)
Brad Henderson, Homeowner (Zoom)
George and Deborah Hoppe, Homeowner (Zoom)
Rebecca Derscheid, Homeowner (Zoom)
Amy Groves, Homeowner (Zoom)
Will Moore, Homeowner (Zoom)
Michelle Bertrand, Homeowner (Zoom)
Evgeny Eruslanov, Homeowner (Zoom)

CALL TO ORDER

President Dell'Antonia established quorum was met and called the meeting to order at 12:33 PM.

HOMEOWNER OPEN FORUM

- Mr. Schiffer, Mrs. Sullivan, and Mr. Henderson addressed the Board regarding shared fence issue and security of Cascades Village caused by neighboring development (previous Storybook Ranch).
- Mrs. Gray addressed the Board regarding the flooding of yard and home caused by Crutcher Crossing development.

CONSENT AGENDA

Director Norton made a motion to accept consent agenda items:

- Approve the May 26, 2022, Board of Director Meeting Minutes
- Ratify the Electronic Vote for Acceptance of Information Only Reports presented at May 26, 2022, Board of Directors Meeting

Director Closs seconded; the motion passed unanimously.

OLD BUSINESS

Board Guideline Review –

Treasurer/Secretary Counts made a motion to approve the following current Board Policies:

- Record Retention Policy – Reviewed, No Changes (Minor Edits)
- Records Production and Copying Policy – Updated with Revisions and with additional amendment to Section II. 8. B. ii.

Vice President Batson seconded; the motion passed unanimously.

Director Buerkle made a motion to approve the following current Board Guideline:

- Landscape & Grounds (L&G) Committee Guideline – Updated with Revisions

Treasurer/Secretary Counts seconded; the motion passed unanimously.

Vice President Batson made a motion to approve the following current Board Guideline, subject to legal review:

- Owners Attendance in Committee Meetings Guideline – Reviewed, No Changes

Director Vartian seconded; the motion passed unanimously.

Review and Adopt a Policy for Fees for Modifications Applications – Director Vartian made a motion to table the discussion for procedure clarification with GrandManors staff. Director Norton seconded; the motion passed unanimously.

Review and Adopt a Policy for Board Authority to Override Committee Decisions and Approve Variances – Director Vartian made a motion to change this newly proposed Policy to a Guideline and accept new Guideline. Director Buerkle seconded; the motion passed unanimously.

Review and Adopt a Resolution for Use of Common Properties Signage – Vice President Batson made a motion to uphold Current Properties Signage Policy. Director Norton seconded; the motion passed unanimously.

Rescind Common Property Use, Operations, and Maintenance Policy – Vice President Batson made a motion to rescind policy that was approved last month (Policy not yet filed with county). Director Buerkle seconded; the motion passed unanimously.

NEW BUSINESS

Discuss and Act on Any Non-Confidential Items from Homeowner Open Forum –

- With regards to Cascades neighborhood concerns about new development at the site of the previous Storybook Ranch, Board will reach back out to City Executive Director of Development Services, to see if he can help residents better understand their shared fence concern and suggested to homeowners to pursue this private property matter with the owners of new development. Further discussion was moved by President Dell'Antonia to Executive Session.
- With regards to Quail Creek yard and home flooding from Crutcher Crossing development, Board suggested to homeowner City communication channels.

Discuss and Review Software to Watch Rental Properties – President Dell'Antonia made a motion to adopt service for \$2500/year to monitor and report any short-term rentals, pending confirmation of weekly reports or if staff can run own reports. Director Buerkle seconded; the motion passed unanimously.

Discuss Long Term Rental Properties – President Dell'Antonia made a motion to approve policy development for long-term rental properties. Vice President Batson amended motion to include exploring adding residency period limits to new policy. Director Vartian seconded; the motion passed unanimously.

Review Funding Request for Reserve Projects – Treasurer/Secretary Counts made a motion to accept funding request of \$800,000 (move approximately \$548,000 from Special Projects and approximately \$250,000 as unbudgeted transfer from Operating Budget). Vice President Batson seconded; the motion passed unanimously.

Developer / Commercial Association Issues – President Dell'Antonia announced this will move to be discussed under Executive Session.

ASSOCIATION REPORTS

Financial Report – Executive Director Schappaugh and Executive Administrator Elliott reviewed the following financial reports as presented in the Board Packet.

- Detailed Balance Sheet

- Schedule of Revenues and Expenses: Operating Fund
- Income Statement Variable Report
- Restricted and Non-Restricted Investment Schedule
- Summary of Bad Debt Expense/Reserve
- Performance History Reports from Cadent Capital LLC

EXECUTIVE SESSION CONVENED AT 3:29 PM

OPEN SESSION RECONVENED AT 6:10 PM

Summary of Executive Session – Director Buerkle made a motion to approve below Summary of Board Decisions in Executive Session and move to exit Executive Session. Director Norton seconded; the motion passed unanimously.

Transition Report – Board discussed the accounting of Paradiso Valle annexation fees and the violation letters fees.

Status on Open Items in Ciranet Opened by Board Members or Directed to Board

Members – GrandManors reported completion of most open items and remaining tasks will be completed soon, performed by priority order.

Beach Club White Beach Sand Problem and Resolution – GrandManors reported the new white sand is settling faster and cloudiness problem appears to have resolved itself. GrandManors will continue to monitor the situation.

Tour of Ring System – GrandManors gave Board a tour of the Ring phone system with team messaging features that increases work efficiency.

Review and Adopt a Resolution for Delegation of Authority to Riddle & Williams for Accounts that Have Been Referred to Collections – Treasurer/Secretary Counts made a motion to accept proposed resolution to delegate R&W to take all collections actions up through the Notice of Lien and make R&W responsible for collection and monitoring of all payment plans issued from R&W offices. Vice President Batson seconded; the motion passed unanimously.

Foreclosure Report – Executive Administrator Elliott reviewed the foreclosure report from R&W. Secretary/Treasurer Counts made a motion to approve to send to pre-foreclosure all 17 accounts from provide list: R0767158L0608176, R0769026L0610097, R0766979L0607997, R0769961L0611044, R0766642L0607657, R0765545L0606540, R0770557L0611650, R0766064L0609690, R0772366L0613486, R0765284L0606276, R0765983L0606983,

R0766562L0607575 R0767193L0608212, R0771381L0612495, R0768925L0609995, R0767766L0608785, R0766556L0607568. Director Vartian seconded; motion passed unanimously.

Director Buerkle made a motion to approve to send to foreclosure 10 out of 12 accounts from provided list: R0764724L0605713, R0769684L0610765, R0768399L0609419, R0766933L0607950, R0766500L0607511, R0764536L0605525, R0765770L0606766, R0764707L0605696, R0763376L0604362, R0769780L0610862 (temporarily do not send to foreclosure the account R0765054L0606045 pending payment clearance information from R&W and the account R0765571L0606566 pending R&W to reinstate payment plan). Director Norton seconded; motion passed unanimously.

Secretary/Treasurer Counts made a motion to approve to send to pre-MLS (Bankruptcy) 1 account from provided list: R0766882L0607898. Director Buerkle seconded; motion passed unanimously.

Director Buerkle made a motion to no longer accept partial payments (excluding payments as part of approved payment plans) for accounts in collections and to move forward to identify a collection agency if R&W declines to collect past due “violations only” accounts. Director Vartian seconded; motion passed unanimously.

Information Only Reports – Executive Director Schappaugh, Executive Administrator Elliott and Compliance & ARC Director Adams reviewed Payment Plan Status Report, Collections Board Waiver Report, Violation Report, Appeals Report, Project Reports.

Director Vartian made a motion to approve funding of \$22,357.50 to have Childress manage the repairs of the Waterbury Boardwalk and Adriatica Wall. Director Norton seconded; motion passed unanimously.

Vice President Batson made a motion to accept Information Only Reports. Director Vartian seconded; motion passed unanimously.

Developer / Commercial Association Issues – The Board discussed impact of new development next to Cascades Village (previous Storybook Ranch).

Board Liaison Committee Reports Including Any Updates to the Strategic Plan

- Director Norton reported the Amenities Committee is re-evaluating Community Room and Beach Club Pavilion rental fees.
- Director Buerkle made a motion to move for approval to add new volunteer Lucinda Peebles to L&G Committee. Vice President Batson seconded; the motion passed unanimously.

- Director Buerkle provided a detailed report on YTD irrigation consumptions and progress on PRS report.
- Vice President Batson provided revised timeline for review of Disaster/Emergency Preparedness Community Disturbance Plan. Board of Directors will finish their review by August 2, 2022, and GrandManors staff will review changes and finalize document to present to Board for approval by end of 2022.
- Secretary/Treasurer Counts stated the Finance Committee is reviewing A/R transactions and the revised audit has been delivered.
- Director Vartian reported the Modifications Committee is reviewing proposed city code revisions.
- Director Closs reported the Social Committee would like to explore options to move New Homeowners Welcome Party to SRCA facility; the proposal is forthcoming.
- President Dell'Antonia stated he finalized the renewal of Median Maintenance Contract with City of McKinney with a 10% increase; Lobbyist representing SRCA will start on 7/1/22; there is a meeting with GrandManors Executive VP on 6/28/22.
- Executive Director Schappaugh reported repairs to the office fire suppression system is scheduled for 6/27/22 and that he is obtaining quotes for replacement of main lines (approximate cost around \$150,000).

Executive Administrator will update Communication Action Plan and Governmental Issues in Strategic Plan.

Treasurer's Forward-Looking Discussions – Treasurer/Secretary Counts presented his reports.

Management Dashboard – Treasurer/Secretary Counts presented his reports.

Violation Process Presentation – Compliance & ARC Director presented overview of current violation process.

Legal Update – Attorney discuss status of open cases.

Residents Petitions – There were no items to discuss.

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

ADJOURNMENT

Director Buerkle made a motion to adjourn the meeting. Director Vartian seconded; the motion passed unanimously.

The meeting adjourned at 6:16 PM.

NORM COUNTS

[norm counts \(Jun 30, 2022 19:05 CDT\)](#)

Norm Counts, Secretary

Jun 30, 2022

Date

STONEB- 20220623 BOD Meeting Minutes - Final

Final Audit Report

2022-07-01

Created:	2022-06-30
By:	Lee-Yen Elliott (lee-yen.elliott@grandmanors.com)
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