



Stonebridge Ranch Community Association, Inc.

MEETING MINUTES STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC. JULY 21, 2022

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, July 21, 2022, at 6201 Virginia Parkway, McKinney, TX 75071 and via Zoom (www.zoom.us, Meeting ID 89699501064).

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
Connie Baxter, Lifestyle Director, GrandManors
Jane Lopez, Account Specialist, GrandManors
Scott Selman, VP of Onsite Management, GrandManors
Donn Gilray, VP of Accounting, GrandManors (Zoom)

Guests

Joshua Robinson, Homeowner
Jason Kraeer, Homeowner
Jim Young, Homeowner
Dennis Durning Jr, Homeowner (Zoom)
Robert Polk, Homeowner (Zoom)
Adam Johanson, Homeowner (Zoom)
Fernando Santana, Homeowner (Zoom)

CALL TO ORDER

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

HOMEOWNER OPEN FORUM

- Mr. Robinson addressed the Board suggesting re-evaluation of modification guidelines as related to Light Reflective Value (LRV) range for exterior paint and limewash bricks to consider LRV greater than 84.
- Mr. Durning addressed the Board regarding determination of annual assessment. In response, Board advised homeowner that assessments are determined each year after a review of the budget. Assessments do not increase every year and if it does, it will not increase more than 5% per year as stated in SRCA's governing documents.

CONSENT AGENDA

Director Norton made a motion to accept consent agenda items:

- Approve the June 23, 2022, Board of Director Meeting Minutes
- Ratify the Electronic Vote for Acceptance of L&G Decision on Fall Colors
- Ratify the Electronic Vote for Change #1 to the Management Agreement Approving a Car Allowance
- Ratify the Electronic Vote for Acceptance of Maneesh Moota to the Communications Committee.

Director Buerkle seconded; the motion passed unanimously.

OLD BUSINESS

Board Guideline and Policy Review –

Treasurer/Secretary Counts made a motion to approve:

- Collections Committee Guideline – Revised

Vice President Batson seconded; the motion passed unanimously.

Treasurer/Secretary Counts made a motion to approve:

- Finance Committee Guideline – Reviewed, No Changes

Director Closs seconded; the motion passed unanimously.

Treasurer/Secretary Counts made a motion to approve:

- Insurance on Homes Owned by SRCA Guideline – Revised

Vice President Batson seconded; the motion passed unanimously.

Treasurer/Secretary Counts made a motion to approve:

- Nominating Committee Guideline – Reviewed, No Changes

Director Norton seconded; the motion passed unanimously.

Review and Adopt a Policy for Fees for Modifications Applications – Director Vartian made a motion adopt the presented policy with the addition of October 1, 2022, policy effective date to the Policy. Director Buerkle seconded; the motion passed unanimously.

Review and Approve Leasing Policy (Long Term Rental Registration) – President Dell’Antonia made a motion to table the discussion until next Board meeting with details of implementation process. Director Buerkle seconded; the motion passed unanimously.

NEW BUSINESS

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

- With regards to request of re-evaluating allowable LRV range in exterior paint and limewash brick modifications, the Modifications Committee is currently in the process of reviewing the Modification Design Guideline and will take homeowner's comments into consideration, as well as review past history regarding this topic, and will set guidelines accordingly.

Review Fee Structure for Beach Club Pavilion Rentals and Community Room Rentals –

Director Norton reviewed current fee structure and recommended a nominal increase in rental rates.

Vice President Batson made a motion to increase Beach Club pavilion rates to \$50 for weekday rentals and \$80 for weekend rentals, effective 2023 pool season. Director Varian seconded; Director Buerkle opposed; the motion passed.

Director Buerkle made a motion to increase Community Room rates, effective September 1, 2022, as follows:

- (5) Hours: \$195 + \$250 Security Deposit
- (4) Hours: \$175 + \$250 Security Deposit
- (3) Hours: \$155 + \$250 Security Deposit
- (2) Hours: \$135 + \$250 Security Deposit

Note: Reservation duration in its entirety during office hours (non-holiday Monday – Friday, 8:30am-5:00pm) can subtract \$35 from above listed rate.

Director Closs seconded; the motion passed unanimously.

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 Accounts Receivable by Type
- Summary of Bad Debt Expense/Reserve
- Performance History Reports from Cadent Capital LLC

EXECUTIVE SESSION CONVENED AT 3:00 PM

OPEN SESSION RECONVENED AT 6:30PM

Director Buerkle made a motion to exit Executive Session. Director Vartian seconded; the motion passed unanimously.

Summary of Executive Session – Vice President Batson made a motion to approve below Summary of Board Decisions in Executive Session. Director Buerkle seconded; the motion passed unanimously.

Transition Report – President Dell’Antonia made a motion to approve list of GrandManors employees to receive a temporary car allowance (remove Lifestyle Director; add new Compliance/Standards Inspectors hired in the future). Director Batson seconded; the motion passed unanimously.

GrandManors reported cell phone allowances are now offered. GrandManors also shared with the Board the scope of name/address account issues, resulting from information received from prior management company.

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

Members – Vice President Batson made a motion for SRCA to adjust the generation of violation letters to a 30-days cycle. Director Norton seconded; the motion passed unanimously.

Foreclosure Report – Executive Administrator Elliott reviewed the foreclosure report from R&W. Secretary/Treasurer Counts made a motion to remove account ending in 0991 from Collections and to send the account to Attorney S. Watten for resolution. Vice President Batson seconded; motion passed unanimously.

Vice President Batson made a motion to approve to send to pre-foreclosure total 3 out of 7 accounts from the provided list:

- accounts ending in 8039, 2437 – pending confirmation from R&W that homeowners received notices prior to pre-foreclosure stage.
- account ending 2405 – pending confirmation from R&W that homeowner received notices prior to pre-foreclosure stage and whether homeowner signed up for payment plan prior to deadline.

President Dell’Antonia seconded; motion passed unanimously.

President Dell’Antonia made a motion to approve to send to foreclosure 3 out of 12 accounts from the provided list (accounts ending in 0097, 2495, and 7568). Director Norton 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 and Project Reports.

Secretary/Treasurer Counts made a motion to delegate GrandManors staff to review accounts that default on payment plans to determine next steps:

- If homeowner received a 209 notice, account will be sent to R&W for Collections.
- If homeowner did not receive a 209 notice, a 209 notice will be sent out.

For the 2 accounts that defaulted on their payment plan from the provided list (accounts ending in 4867 and 7565), GrandManors will research whether homeowners received a 209 notice and take appropriate steps as outlined above.

President Dell'Antonia made a motion to approve Payment Plan Status Report, Collections Board Waiver Report, Violation Report, and Appeals Report. Vice President Batson seconded; motion passed unanimously.

Vice President Batson made a motion to accept Projects Report. Director Vartian seconded; motion passed unanimously.

Board Liaison Committee Reports Including Any Updates to the Strategic Plan

- Director Norton made a motion to accept proposals from PondMedics for sediment survey report for Millerd Pond and La Cima Lake. Vice President Batson seconded; the motion passed unanimously.
- Director Norton reported the Amenities Committee have several projects: review boat rentals for next years' pool season; continue with research of access control and reservation system.
- Director Buerkle provided a detailed report on YTD irrigation consumptions, reported work on PRS is complete and advised of upcoming project to trim trees along Ridge Rd (Area A) that need to be trimmed as a result of last year's storm damage. More work will be done to identify damaged trees from last year's storm damage in Area B and C that will need to be trimmed.
- Vice President Batson announced the Communications Committee is reviewing potential contract for publication of 2023-2025 monthly magazines.
- Secretary/Treasurer Counts made a motion to accept Board Resolution: Do Not Accept Partial payments prior to Collections Referral. Director Buerkle seconded; the motion passed unanimously. Policy updates will be undertaken as result of acceptance.

Executive Administrator will update Governmental Issues in Strategic Plan.

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

Management Dashboard – Treasurer/Secretary Counts presented his reports.

Legal Update – There were no items to discuss.

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

President Dell’Antonia made a motion to adjourn the meeting. Director Closs seconded; the motion passed unanimously.

The meeting adjourned at 6:46 PM.

Norm Counts

Norm Counts, Secretary

Aug 1, 2022

Date

Signature: Norm Counts
Norm Counts (Aug 1, 2022 14:23 CDT)

Email: ncounts@stonebridgeranch.com

STONEB- 20220721 BOD Meeting Minutes - Final

Final Audit Report

2022-08-01

Created:	2022-08-01
By:	Lee-Yen Elliott (lee-yen.elliott@grandmanors.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwzvG7JbFZOEP3I6YSIZw1BOYzMFRtPW-


"STONEB- 20220721 BOD Meeting Minutes - Final" History

 Document created by Lee-Yen Elliott (lee-yen.elliott@grandmanors.com)


2022-08-01 - 7:20:51 PM GMT

 Document emailed to ncounts@stonebridgeranch.com for signature


2022-08-01 - 7:21:33 PM GMT

 Email viewed by ncounts@stonebridgeranch.com

2022-08-01 - 7:22:15 PM GMT

 Signer ncounts@stonebridgeranch.com entered name at signing as Norm Counts

2022-08-01 - 7:23:26 PM GMT

 Document e-signed by Norm Counts (ncounts@stonebridgeranch.com)

Signature Date: 2022-08-01 - 7:23:28 PM GMT - Time Source: server

 Agreement completed.

2022-08-01 - 7:23:28 PM GMT