



# Virtual Board of Directors Meeting

Thursday, April 10, 2024, at 6:00 p.m.

Microsoft Teams

Meeting ID: 217 277 758 818 Passcode: 9we2vA9P

Or call in (audio only)

Phone:1 323-433-2148 Conference ID: 653 095 722#

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# Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
  - Rome Barnes, President
  - Heather Barber, Secretary
  - Tawana Walton, Member 1
- Introduction of Essex Association Management, L.P. Representatives
  - Dean McSherry, Association Manager
  - Victor Corcoran, Assistant Association Manager
  - Sarah Adames, Account Manager
  - Gabi Ondziel, Administrative Assistant
  - Essex Support Staff
- Approval of December 2024 Board Meeting Minutes
- Financial Review
  - February 2025 Balance Sheet & Income Statement Summary
- Community Updates
  - Old Business
  - New Business/Review Policy Updates
- Adjourn Open Session
- Executive Session
  - Delinquency Review
  - Compliance Overview/Fining Policy
  - Acknowledgement of Fines and/or Self-Helps
  - Ratify Fee Waivers
- Adjourn Executive Session

# December 2024 BOD Meeting Minutes Approval

**Board of Directors Meeting Minutes  
Bear Creek Ranch HOA Inc.  
12.19.2024**

Name	Title	Present
Rome Barnes	President	Y
Heather Barber	Secretary	N
Tawana Walton	Member 1	Y

**Present from Essex Association Management, L.P.:**

Dean McSherry, Community Association Manager  
Victor Corcoran, Assistant Manager  
Gabi Ondziel, Administrative Assistant  
Essex Support Staff

**Meeting Type and Location:**

Board of Directors  
Virtual Meeting  
December 19, 2024 @ 2:30 pm

**Meeting called to order at 2:30 pm.**

**Introductions:** Dean McSherry gave introductions to the Board of Directors and Essex Association Representatives.

**Approval of October 2024 Board Budget Meeting Minutes:**

Dean called for motion to approve, Rome motioned to approve and Tawana Seconded motion with all in favor, motion so carried.

**Financial Review:**

Dean reviewed the October 2024 Balance Sheet Report and Income Statement Summary explaining what each line item consists of and any significant variances. With no questions from the Board, Financials approved. Rome motioned to approve and Tawana Seconded, with majority in favor motioned so carried.

**Board & Community Updates:**

Victor reviewed and discussed the following **Completed Projects** to include:

**Completed Projects:**

- o Q4 Streetlight inspection
- o Fall mulching and color change
- o Pool closing inspection

**Projects in Progress:**

- o Tree trimmings
- o New Pool furniture
- o Pool area repairs
- o 2024 Annual meeting

**Delinquency Review & Vote**

- **Approval of Post Property Auctions:** #3363, #4319, #0995, #6818, #3224, #3556, #7975, #5259, #8726,  
The Board reviewed all actions requiring approval on delinquent account. Rome motioned to approve, and Tawana seconded the motion with majority of the BOD in favor motion so carried.

**With no other business to discuss, motion to adjourn Open Session 2:47pm.**

Tawana motioned to adjourn, and Rome seconded motion with majority in favor motion so carried.

**Executive session initiated at 2:48pm**

\_\_\_\_\_  
Signature of Secretary or Board President                      Date

Minutes Prepared by: Gabi Ondziel, Essex Association Management, L.P., On behalf of Bear Creek Ranch Community Association, Inc.

# February 2025 Balance Sheet

## Balance Sheet Report Bear Creek Ranch Homeowners

As of February 28, 2025

	<u>Balance Feb 28, 2025</u>	<u>Balance Jan 31, 2025</u>	<u>Change</u>
<b><u>Assets</u></b>			
<b>Assets</b>			
1001 - CIT Bank (NEW) Operating Account	435,926.39	413,360.47	22,565.92
1011 - CIT Bank Reserve Account	76,900.72	76,887.74	12.98
<b>Total Assets</b>	<b>512,827.11</b>	<b>490,248.21</b>	<b>22,578.90</b>
<b>Receivables</b>			
1400 - Accounts Receivable	331,781.15	393,952.57	(62,171.42)
<b>Total Receivables</b>	<b>331,781.15</b>	<b>393,952.57</b>	<b>(62,171.42)</b>
<b>Total Assets</b>	<b>844,608.26</b>	<b>884,200.78</b>	<b>(39,592.52)</b>
<b><u>Liabilities</u></b>			
<b>Liabilities</b>			
2000 - Accounts Payable	28,799.47	19,441.96	9,357.51
2050 - Prepaid Assessments	5,028.17	2,866.41	2,161.76
4902 - Insurance Claim	2,946.90	2,946.90	0.00
<b>Total Liabilities</b>	<b>36,774.54</b>	<b>25,255.27</b>	<b>11,519.27</b>
<b>Total Liabilities</b>	<b>36,774.54</b>	<b>25,255.27</b>	<b>11,519.27</b>
<b><u>Owners' Equity</u></b>			
<b>Equity</b>			
3000 - Opening Bal Equity	30,322.18	30,322.18	0.00
3900 - Retained Earnings	417,426.50	417,426.50	0.00
<b>Total Equity</b>	<b>447,748.68</b>	<b>447,748.68</b>	<b>0.00</b>
<b>Total Owners' Equity</b>	<b>447,748.68</b>	<b>447,748.68</b>	<b>0.00</b>
<b>Net Income / (Loss)</b>	<b>360,085.04</b>	<b>411,196.83</b>	<b>(51,111.79)</b>
<b>Total Liabilities and Equity</b>	<b>844,608.26</b>	<b>884,200.78</b>	<b>(39,592.52)</b>

# February 2025 Income Statement Summary

## Income Statement Summary Bear Creek Ranch Homeowners February 01, 2025 thru February 28, 2025

	Current Period			Year to Date (2 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	12,665.41	25,719.50	(13,054.09)	458,525.30	438,737.00	19,788.30	510,775.25
Total Income	12,665.41	25,719.50	(13,054.09)	458,525.30	438,737.00	19,788.30	510,775.25
Total General & Administrative	30,485.27	10,740.00	19,745.27	49,795.28	19,039.00	30,756.28	100,790.00
Total Taxes	0.00	16.00	(16.00)	0.00	33.00	(33.00)	200.00
Total Insurance	0.00	0.00	0.00	0.00	0.00	0.00	14,175.00
Total Utilities	2,116.83	2,475.00	(358.17)	4,544.72	4,950.00	(405.28)	29,700.00
Total Infrastructure & Maintenance	1,299.00	2,423.00	(1,124.00)	5,060.69	11,618.00	(6,557.31)	56,350.00
Total Pool	23,612.63	5,732.00	17,880.63	26,512.63	11,687.00	14,825.63	124,059.00
Total Landscaping	6,263.47	6,680.00	(416.53)	12,526.94	14,110.00	(1,583.06)	83,161.64
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	102,339.61
Total Expense	63,777.20	28,066.00	35,711.20	98,440.26	61,437.00	37,003.26	510,775.25
Net Income / (Loss)	(51,111.79)	(2,346.50)	(48,765.29)	360,085.04	377,300.00	(17,214.96)	0.00

# Community Updates

## 2025 Q1 Updates:

- Minor irrigation repairs at Bradberry entrance
- Freeze prevention measures
- Storm damage repairs to wood fencing along Bradberry Dr & near the park
- Pool equipment repairs
- New pool furniture
- Pool house improvements & maintenance
- Playground repairs & maintenance

## In Progress:

- Q1 street light inspection (to be conducted by the end of this week)
- Tree Trimming at Bradberry & Pool area
- Yearly playground safety inspection & additional kiddie mulch
- Kiddie pool water feature improvements
- Spring mulching & color changes
- Community garage sale
- Pool season cleaning & preparation

Office Information

Essex Association Management, L.P.  
1512 Crescent Drive, Suite 112  
Carrollton, Texas 75006  
Office: (972) 428-2030  
After Hours Emergency Line: (888) 740-2233

Monday - Friday  
9:00 a.m. to 5:00 p.m.

Dean McSherry  
[Dean@essexhoa.com](mailto:Dean@essexhoa.com)  
Extension: 7322

Victor Corcoran  
[Victor@essexhoa.com](mailto:Victor@essexhoa.com)  
Extension: 7355

# Adjourn Open Session/Move into Executive Session

