



Cartwright Ranch

Virtual Board of Directors Meeting

Wednesday, April 30th, 2025, at 2:30 p.m.

Microsoft Team

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Meeting ID: 281 181 512 011 **Passcode:** tc6YF3J5

Dial-in by phone

Phone: [+1 323-433-2148](tel:+13234332148) **Phone conference ID:** 768 871 830#

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Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Heather Barber, President
 - Vanessa Clements, Vice President
 - Dustin Warren, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Dean McSherry, Association Manager
 - Victor Corcoran, Assistant Association Manager
 - Holly Belvin, Account Manager
 - Gabi Ondziel, Administrative Assistant
 - Essex Support Staff
- Approval of previous BOD Meeting Minutes
- Financial Review
 - March 2025 Balance Sheet & Income Statement Summary
- Community Updates
 - Old Business
 - New Business
- Adjourn Open Session
- Executive Session
 - Delinquency Review
 - Ratify Fee Waivers
 - Acknowledgement of Fines and/or Self-Helps
 - Compliance Overview
- Adjourn Executive Session

January 2025 BOD Meeting Minutes Approval

Board of Directors Meeting Minutes

Cartwright Ranch HOA Inc.

01.14.2025

Name	Title	Present
Heather Barber	President	N
Vanessa Clements	Vice President	Y
Dustin Warren	Secretary	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

January 14, 2025 @ 2:30 pm

Meeting called to order at 2:35 pm.

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

Approval of October 2024 Board Meeting Minutes:

Dean called for motion to approve, Vanessa motioned to approve.

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. Vanessa motioned to approve.

Board & Community Updates:

HOA Projects in progress:

- Q1 street light inspection
- Q1 community garage sale
- Leasing registration
- New phase landscaping inspections

With no other business to discuss, motion to adjourn Open Session 2:39pm.

Vanessa motioned to adjourn

Executive session initiated at 2:39pm

Delinquency Report

NONE TO REVIEW

Ratification of Email Votes – Waiver Requests

NONE TO REVIEW

Acknowledgement of Compliance Fees/Fines

NONE TO REVIEW

Compliance Overview & Fining Policy

The total number of violations (78) with the date range being from October 1st, 2024, to January 8th, 2025. The top One (1) violation; Lawn Maintenance with (14)

With no other business to discuss motion to adjourn the executive session at 2:45pm, Vanessa motioned to adjourn.

Signature of Secretary or Board President Date

Minutes Prepared by: Gabi Ondziel, Essex Association Management, L.P., On behalf of Cartwright Ranch Homeowners Association, Inc.

March 2025 Balance Sheet

Balance Sheet Report Cartwright Ranch HOA

As of March 31, 2025

	<u>Balance Mar 31, 2025</u>	<u>Balance Feb 28, 2025</u>	<u>Change</u>
<u>Assets</u>			
Assets			
1010 - CIT Bank Operating Account	395,276.60	609,962.96	(214,686.36)
Total Assets	395,276.60	609,962.96	(214,686.36)
Receivables			
1400 - Accounts Receivable	58,297.16	74,847.39	(16,550.23)
Total Receivables	58,297.16	74,847.39	(16,550.23)
Total Assets	453,573.76	684,810.35	(231,236.59)
<u>Liabilities</u>			
Liabilities			
2000 - Accounts Payable	5,688.96	7,793.83	(2,104.87)
2050 - Prepaid Assessments	13,122.96	7,633.37	5,489.59
Total Liabilities	18,811.92	15,427.20	3,384.72
Total Liabilities	18,811.92	15,427.20	3,384.72
<u>Owners' Equity</u>			
Equity			
3000 - Opening Bal Equity	(245,000.00)	0.00	(245,000.00)
3900 - Retained Earnings	315,600.19	315,600.19	0.00
Total Equity	70,600.19	315,600.19	(245,000.00)
Total Owners' Equity	70,600.19	315,600.19	(245,000.00)
Net Income / (Loss)	364,161.65	353,782.96	10,378.69
Total Liabilities and Equity	453,573.76	684,810.35	(231,236.59)

March 2025 Income Statement Summary

Income Statement Summary Cartwright Ranch HOA

March 01, 2025 thru March 31, 2025

	Current Period			Year to Date (3 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	31,405.14	18,880.00	12,525.14	432,804.54	488,182.50	(55,377.96)	727,335.00
Total Income	31,405.14	18,880.00	12,525.14	432,804.54	488,182.50	(55,377.96)	727,335.00
Total General & Administrative	7,218.89	5,009.00	2,209.89	24,097.03	15,530.00	8,567.03	68,857.00
Total Insurance	1,525.00	0.00	1,525.00	1,525.00	0.00	1,525.00	12,900.00
Total Utilities	118.66	3,612.50	(3,493.84)	872.92	10,837.50	(9,964.58)	90,600.00
Total Infrastructure & Maintenance	5,051.69	4,184.00	867.69	19,874.80	14,550.00	5,324.80	70,200.00
Total Pool	0.00	0.00	0.00	0.00	0.00	0.00	77,600.00
Total Landscaping	7,112.21	16,250.00	(9,137.79)	21,336.63	38,750.00	(17,413.37)	155,000.00
Total Irrigation Maintenance	0.00	1,667.00	(1,667.00)	936.51	5,000.00	(4,063.49)	20,000.00
Total Reserves	0.00	9,348.17	(9,348.17)	0.00	28,044.50	(28,044.50)	232,178.00
Total Expense	21,026.45	40,070.67	(19,044.22)	68,642.89	112,712.00	(44,069.11)	727,335.00
Net Income / (Loss)	10,378.69	(21,190.67)	31,569.36	364,161.65	375,470.50	(11,308.85)	0.00

Community Updates

2025 Q1

- Completed repairs to the North monument lighting
- Streetlight inspection finalized on 4/28
- Community wide garage sale

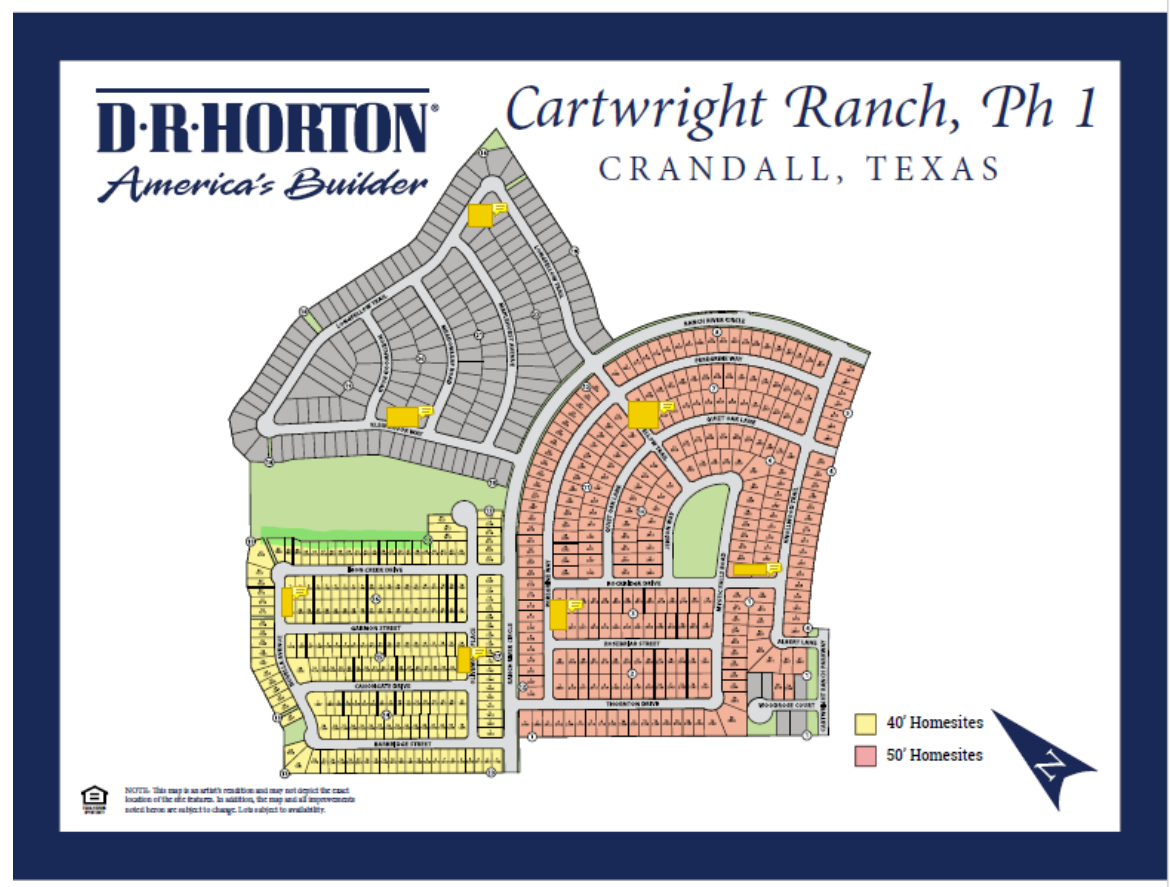
Upcoming

- Spring landscaping
- Trash cans & Pet waste stations along common space
- Ongoing process of leasing applications
- Pool Grand opening event
- On-site key card hand out day

Developer Updates

Developer Updates

- **Max Buildout:** 3,500
- Homeowner Lots: 350
- Builder Lots: 215
- **Project Updates**
 - Amenity Center expected to be completed by end of May 2025.
 - Pool Delivery (Per Developer)
 - Pond infrastructure improvements
 - Retaining walls repairs near the headwall area off Longbranch.





Cartwright Ranch

Office Information

Essex Association Management, L.P.
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Carrollton, Texas 75006
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Monday - Friday
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Adjourn Open Session/Move into Executive Session



Cartwright Ranch

