



Shadow Creek Ranch Village of Biscayne Bay

Members Annual Meeting

Wednesday, October 5, 2022 at 6:00 PM

URL Location: <https://zoom.us/j/83640478111>

2022 Annual Meeting of the Members

Agenda

- I. Call to Order – Introduction
- II. Guest Speaker
- III. Approval of the 2021 Annual Meeting Minutes
- IV. President's Report
- V. Community Updates
- VI. Management Report
- VII. Financial Report
 - a. Prior Year 2021
 - b. Current Year
 - c. 2023 Budget
- VIII. Introduction of Candidates for Board of Directors
- IX. Adjournment
- X. Member Forum

Guest Speaker



Ron Fraser

Assistant City Manager



Disposition of the 2021 Annual Meeting Minutes

PRESIDENT'S REPORT

2022 Community Highlights

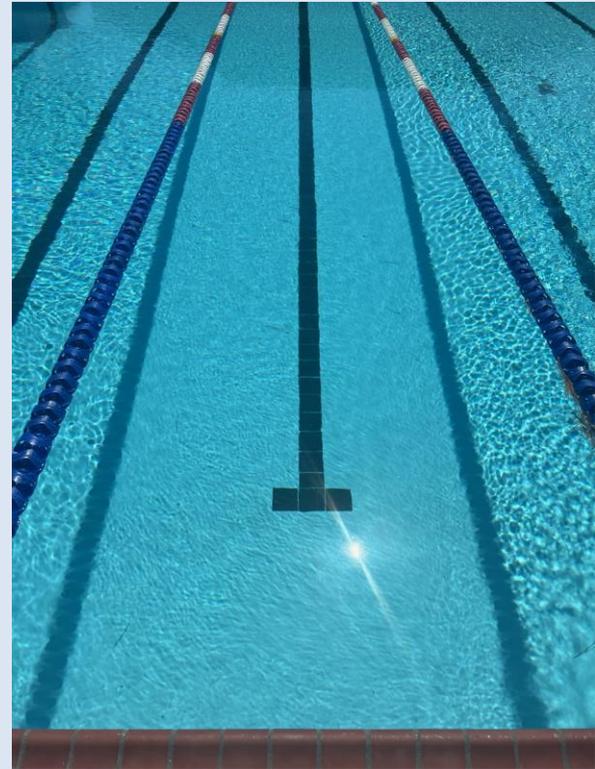
The following community projects and initiatives took place in 2022:

- Reflection Bay Pool (including replaster, retile, removal of diving board, perimeter fencing)
- Emerald Bay Tennis Court perimeter fencing
- Completed Reserve Study for Common areas and Shared Rec
- Bearfoot Pool Management company three-year contract
- Extension of Silversand contract for two years
- Horticulturist Dr. Moon one year contract
- Phase II of Well rehabilitation
- Masonry wall repairs
- Common area iron fencing repair
- Pedestrian bridge at Lake Haley
- Dr. Moon seminar
- Community Events

Other projects throughout Shadow Creek Ranch:

- Wireless Water Meter readers
- 5G Verizon towers
- Sidewalk Extensions
- ATT Fiber Installation

Reflection Bay Rec Center



Emerald Bay Tennis Court – Perimeter Fencing



BEFORE



AFTER

2023 & Beyond

The following community updates will take place in 2023:

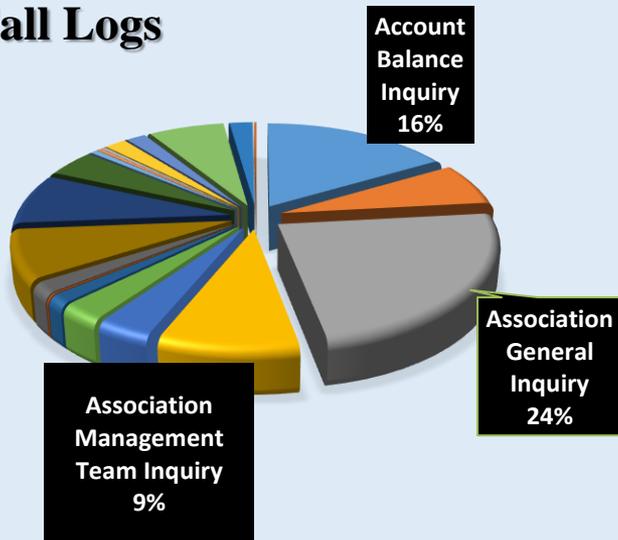
- Shadow Creek Ranch Landscape Renovation Project
- City of Pearland - Shadow Creek Parkway
 - Sidewalk, street lighting and landscaping project
- Expand scope of masonry brick wall and metal fencing repair
- Review of pool operating hours
- Dr. Moon seminar (2)
- Community Events (January – December 2023)

PROPERTY FACILITY REPORT

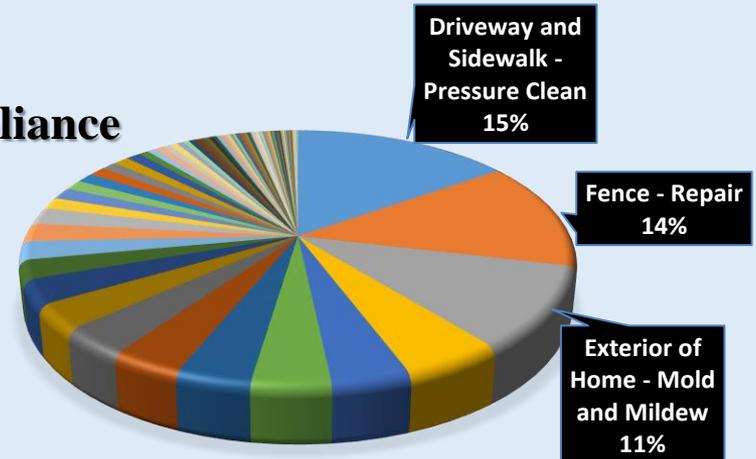
YTD the Village of Biscayne Bay had 1,494 Non-Compliance Violations, 128 ARC applications and 1,088 resident calls.

One of the focuses for our community this year has been enhancing awareness of deed restrictions and working with homeowners to cure violations in a timely manner.

Call Logs



Non-Compliance



Dan Westman
General Manager

Cherish Dunford
Assistant General
Manager

Javier Ortiz
Operations Manager



FIRSTSERVICE RESIDENTIAL
ONSITE SUPPORT TEAM

Audra Riley
Facility Management
Assistant

Eva Maridueno
Community
Administrative
Assistant-ARC

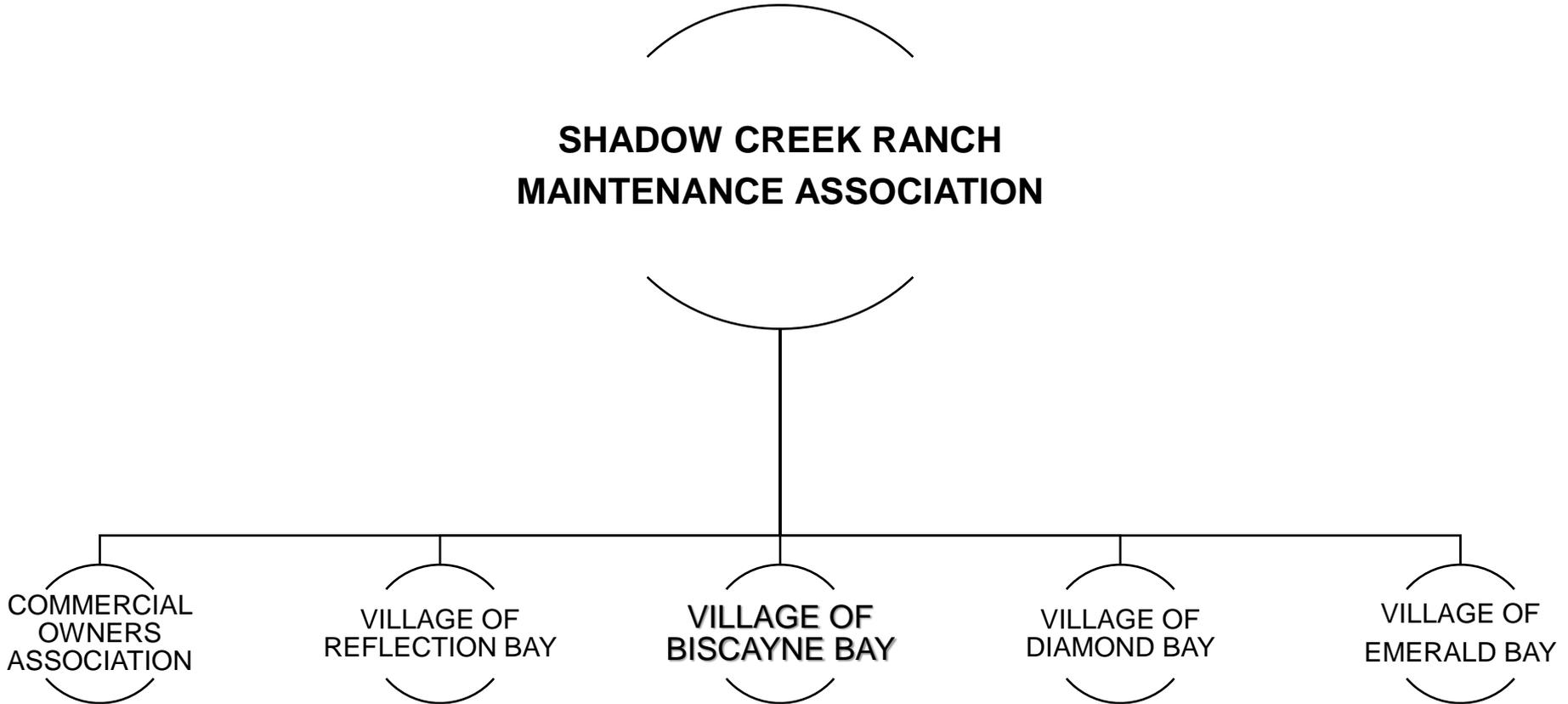
Brittany
Liescheski
Community
Administrative
Assistant-Events



Hilary Wall
Receptionist

Kehinde Oyekan
Compliance Liaison

RELATIONSHIP BETWEEN SHADOW CREEK RANCH MAINTENANCE ASSOCIATION & VILLAGE OF BISCAYNE BAY



Assessments · Rec Centers/ Pools · Common Area ·
ARC Guidelines · Governing Documents

COME JOIN OUR COMMITTEE!



The Architectural Review Committee (ARC) is a team of Shadow Creek Ranch residents who generously volunteer their time to review resident maintenance and enhancement projects. The purpose of the Architectural Review Committee is to ensure specific design criteria is followed. The Architectural Review Committee uses Architectural Guidelines in reviewing each proposal to ensure conformance with overall community design objectives.

INTERESTED?

Fill out a Shadow Creek Ranch Committee application form and submit it to the HOA office at:

- 12234 Shadow Creek Pkwy, Suite 3112, Pearland TX 77584 or
- email to committees@shadowcreekranchhoa.com.

For more information, contact Shadow Creek Ranch community management at help@shadowcreekranchhoa.com | (713)436-4563

FINANCIAL REPORT

- 2021 Year End
- Current Year-to-Date
- 2023 Budget

2021 Year End- RESERVE ACCOUNT

Start of 2021	\$41,788
End of 2021	\$87,788
Increase	\$46,000 (annual contribution plus interest)

2021 Year End– OPERATING ACCOUNT

Year End	
Income	\$2,045,120
Expenses	\$1,874,731
Surplus/(Deficit)	\$170,389

- **OPERATING INCOME SURPLUS OF \$4,353**
DUE TO RESALE CAP FEES AND ARC REVIEW FEES
- **OPERATING EXPENSE SURPLUS OF \$21,390**
DUE TO LEGAL / LEGAL COLLECTIONS

Balance Sheet – ending August 31, 2022

	PRIOR MONTH	CURRENT MONTH	VARIANCE	
ASSETS				
OPERATING FUND				
10001 107	Operating Account Cap One 0130	1,184,563.61	1,729,125.20	544,561.59
10010 107	Operating Account VOBB-0590	416.21	416.21	0.00
10051 107	Operating MM FVC 0525	<u>202,257.92</u>	<u>202,323.64</u>	<u>65.72</u>
	TOTAL OPERATING FUND	1,387,237.74	1,931,865.05	544,627.31
ACCOUNTS RECEIVABLE				
12005	A/R Beginning Balances	411.52	411.52	0.00
12100	A/R Assessment	64,714.71	499,855.64	435,140.93
12300	A/R Late Fees/ F.C.	27,861.18	50,642.20	22,781.02
12310	A/R Admin Fee	8,299.95	8,175.96	(123.99)
12320	A/R Bank Charges	584.92	523.27	(61.65)
12330	A/R Billing/Violations	100.00	100.00	0.00
12340	A/R Closing Contribution	8,784.26	12,284.26	3,500.00
12345	A/R Mowing Fee	815.00	815.00	0.00
12360	A/R Legal Fees	56,936.64	54,693.14	(2,243.50)
12365	A/R Maintenance	1,042.63	862.06	(180.57)
12385	A/R Transfer Fee	476.50	476.50	0.00
12500 000	Allowance-Doubtful	<u>(72,264.56)</u>	<u>(72,264.56)</u>	<u>0.00</u>
	TOTAL ACCOUNTS RECEIVABLE	97,762.75	556,574.99	458,812.24
REPLACEMENT FUND				
15001 107	Reserve Account Cap One 5863	<u>87,787.58</u>	<u>87,788.26</u>	<u>0.68</u>
	TOTAL REPLACEMENT FUND	87,787.58	87,788.26	0.68
	TOTAL ASSETS	<u>1,572,788.07</u>	<u>2,576,228.30</u>	<u>1,003,440.23</u>

Assets

Total Operating Fund

\$1,931,865

**Total Replacement
Fund**

\$87,788

Total Assets

\$2,576,228

Balance Sheet – ending August 31, 2022

	PRIOR MONTH	CURRENT MONTH	VARIANCE	
LIABILITIES				
ACCOUNTS PAYABLE				
22000	Accounts Payable CY	1,225.00	9,138.07	7,913.07
22100 025	Other Payables - Management Company	560.99	1,125.99	565.00
22360 000	Prepaid Assessment	758,712.66	70,785.32	(687,927.34)
22380 010	Refundable Deposits Pool Deposit	2,500.00	2,500.00	0.00
22380 020	Refundable Deposits Clubhouse Deposit	150.00	150.00	0.00
22380 105	Refundable Deposits ACC Deposit	125.00	125.00	0.00
22420	Unearned Assessment	0.00	491,579.00	491,579.00
	TOTAL ACCOUNTS PAYABLE	763,273.65	575,403.38	(187,870.27)
TO/FROM AFFILIATES				
26000 300	Due To/From SCRMA	0.00	1,459,497.66	1,459,497.66
	TOTAL TO/FROM AFFILIATES	0.00	1,459,497.66	1,459,497.66
	TOTAL LIABILITIES	763,273.65	2,034,901.04	1,271,627.39
REPLACEMENT RESERVE				
31100 000	P/Y Reserve	41,787.34	87,787.58	46,000.24
31200 000	C/Y Contribution	45,995.60	0.00	(45,995.60)
31250 000	Rsrv Interest Income	4.64	0.68	(3.96)
	TOTAL REPLACEMENT RESERVES INCOME	87,787.58	87,788.26	0.68
	TOTAL REPLACEMENT RESERVES	87,787.58	87,788.26	0.68
	REPLACEMENT RESERVE GRAND TOTAL	87,787.58	87,788.26	0.68
FUND BALANCE				
38000	Accumulated Oper Surplus/Deficit	721,726.84	721,726.84	0.00
	Current Year Surplus (Deficit)	0.00	(268,187.84)	(268,187.84)
	TOTAL FUND BALANCE	721,726.84	453,539.00	(268,187.84)
	TOTAL EQUITY	809,514.42	541,327.26	(268,187.16)
	TOTAL LIABILITIES & EQUITY	1,572,788.07	2,576,228.30	1,003,440.23

Liabilities

Accounts Payable
\$575,403

To/From Affiliates
\$1,459,498

Total Liabilities
\$2,034,901

Replacement Reserves
\$87,788

Fund Balance
\$453,539

Total Equity
\$541,327

Total Liabilities & Equity
\$2,576,228

Income & Expense – ending 8.31.22

	M-T-D ACTUAL	M-T-D BUDGET	VARIANCE	Comments M-T-D	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	Comments Y-T-D
OPERATING INCOME								
Owner Asmt- Residential Asmt	44,689.00	44,689.00	0.00		357,512.00	357,512.00	0.00	
Owner Asmt- SCRMA	0.00	0.00	0.00		1,404,789.00	1,404,789.00	0.00	
Capitalization Fees SCRMA	2,000.00	3,884.00	(1,884.00)	resales down	24,000.00	31,072.00	(7,072.00)	resales down
Capitalization Fees Biscayne B	500.00	1,457.00	(957.00)	resales down	6,550.00	11,656.00	(5,106.00)	resales down
Other Asmt- ARC Rvw-Pool Appl	0.00	21.00	(21.00)		0.00	168.00	(168.00)	
Fines - Owners	0.00	8.00	(8.00)		0.00	64.00	(64.00)	
Finance Charge	393.10	1,250.00	(856.90)	Delinquencies down	9,566.29	10,000.00	(433.71)	
Late Fees	(100.00)	1,750.00	(1,850.00)	Late fees post in January/credit	18,400.00	14,000.00	4,400.00	Most late fees posted in January/will break even
Other Fees ARC Review	525.00	250.00	275.00	Future ARC fees to SCRMA	4,250.00	2,000.00	2,250.00	Future ARC fees to SCRMA
Other Owner Incm ARC Complianc	0.00	8.00	(8.00)		0.00	64.00	(64.00)	
Other Owner Incm Access Cards	0.00	83.00	(83.00)		0.00	664.00	(664.00)	
Non-Owner Incm Interest Income	189.17	142.00	47.17		659.61	1,136.00	(476.39)	
	\$48,196.27	\$53,542.00	(\$5,345.73)	Resales /delinquency fees	\$1,825,726.90	\$1,833,125.00	(\$7,398.10)	Resales down
EXPENSES								
Administrative Exp. Other	0.00	250.00	250.00		935.00	2,000.00	1,065.00	
Bad Debt Expense	0.00	250.00	250.00		0.00	2,000.00	2,000.00	
Bank Charges	(25.00)	29.00	54.00		276.65	232.00	(44.65)	
Legal Expense	(5,668.50)	0.00	5,668.50	Collections bill back to owners	(28,854.97)	0.00	28,854.97	Collections bill back to owners
Legal Expense Collections	5,007.00	5,667.00	660.00	Collections legal fees/over-budgeted	32,416.13	45,336.00	12,919.87	Collections legal fees/over-budgeted
Legal Expense Corporate	558.29	2,500.00	1,941.71		5,264.07	20,000.00	14,735.93	
SCRMA Assmnt Residential	0.00	0.00	0.00		1,404,789.00	1,404,789.00	0.00	
SCRMA Cap Fee	2,000.00	3,884.00	1,884.00	resales down	24,000.00	31,072.00	7,072.00	resales down
SCRMA Reserve	0.00	0.00	0.00		34,956.00	34,956.00	0.00	
SCRMA Rec Shared Expenses	0.00	0.00	0.00		289,358.00	289,358.00	0.00	
Taxes Property	0.00	0.00	0.00		(110.02)	0.00	110.02	
TOTAL EXPENSES	\$1,871.79	\$12,580.00	\$10,708.21	Collections bill backs	\$1,763,029.86	\$1,829,743.00	\$66,713.14	Collections exp & bill backs/legal corp
SURPLUS/(DEFICIT)	\$46,324.48	\$40,962.00	\$5,362.48		\$62,697.04	\$3,382.00	\$59,315.04	

2023 Budget

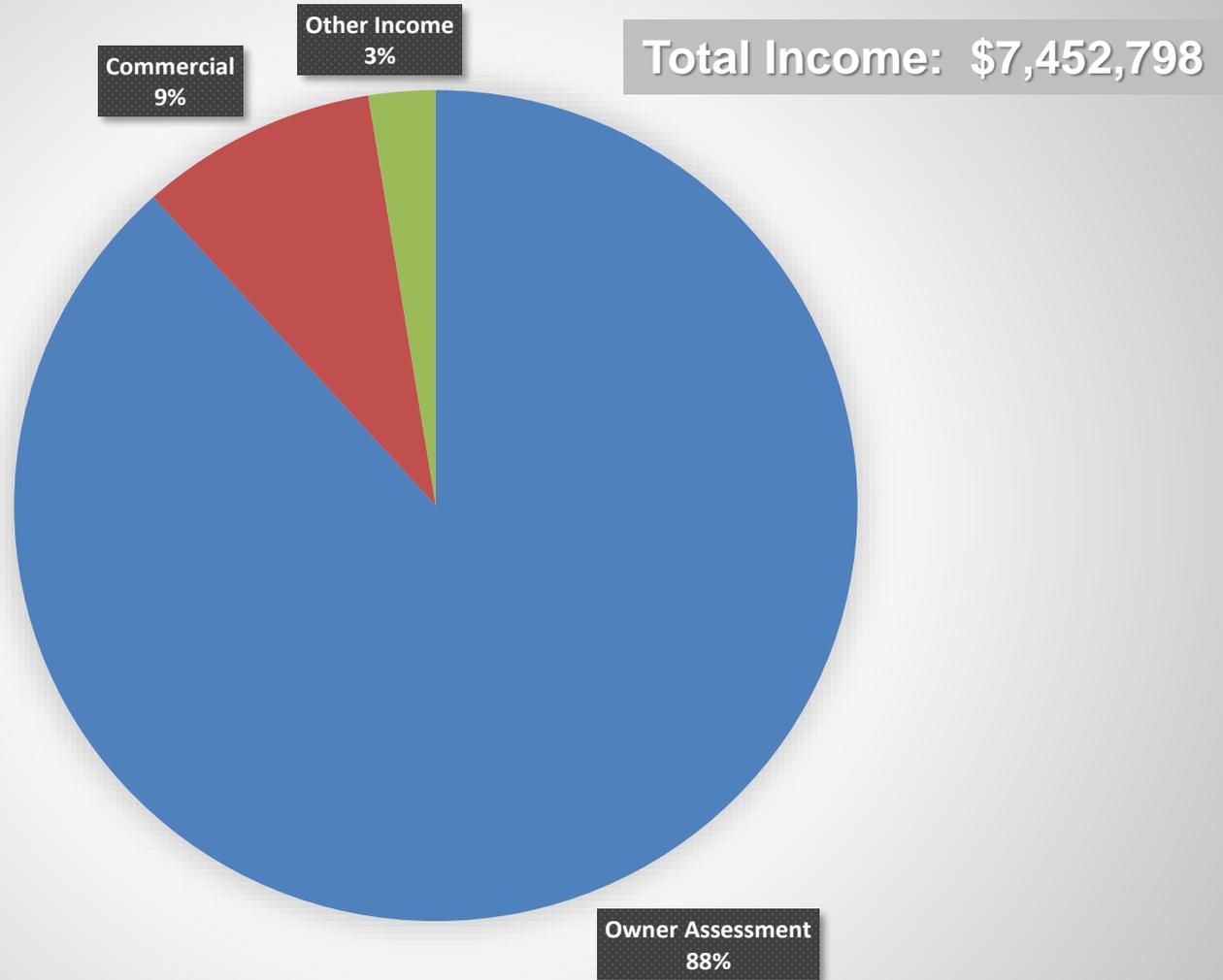
INCOME

Owner Asmt- Residential Asmt	\$334,196
Owner Asmt- SCRMA	\$1,705,954
Capitalization Fees SCRMA	\$46,632
Capitalization Fees Biscayne B	\$11,658
Finance Charge	\$10,200
Late Fees	\$15,000
Non-Owner Incm Interest Income	\$1,200
TOTAL INCOME	\$2,124,840

EXPENSE

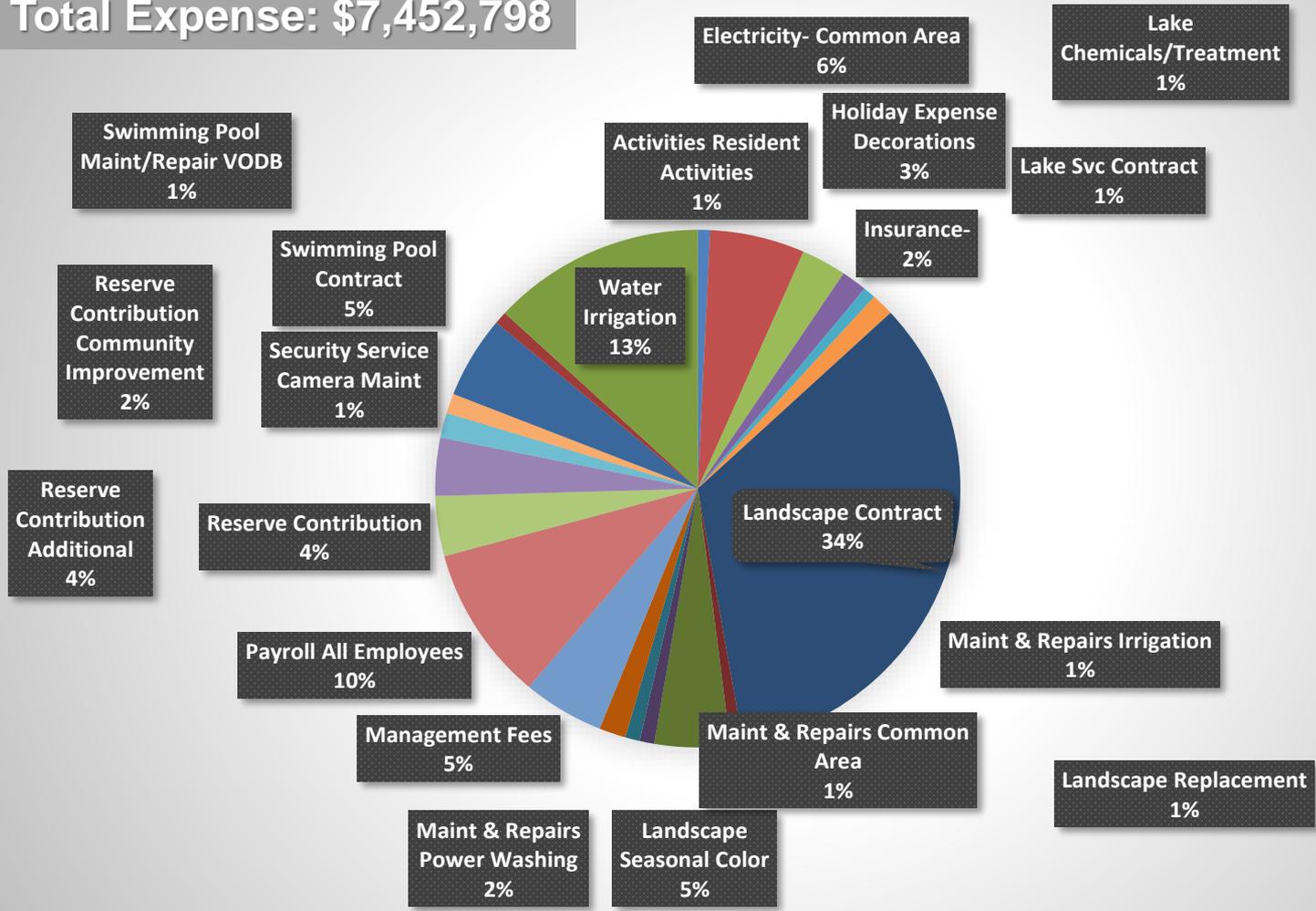
Administrative Exp. Other	\$1,608
Bad Debt Expense	\$4,404
Bank Charges	\$120
Legal Expense Collections	\$4,932
Legal Expense Corporate	\$27,444
SCRMA Assmnt Residential	\$1,705,954
SCRMA Cap Fee	\$46,632
SCRMA Reserve	\$44,237
SCRMA Rec Shared Expenses	\$289,507
TOTAL EXPENSE	\$2,124,838

2023 SCRMA / OneSCR Budget

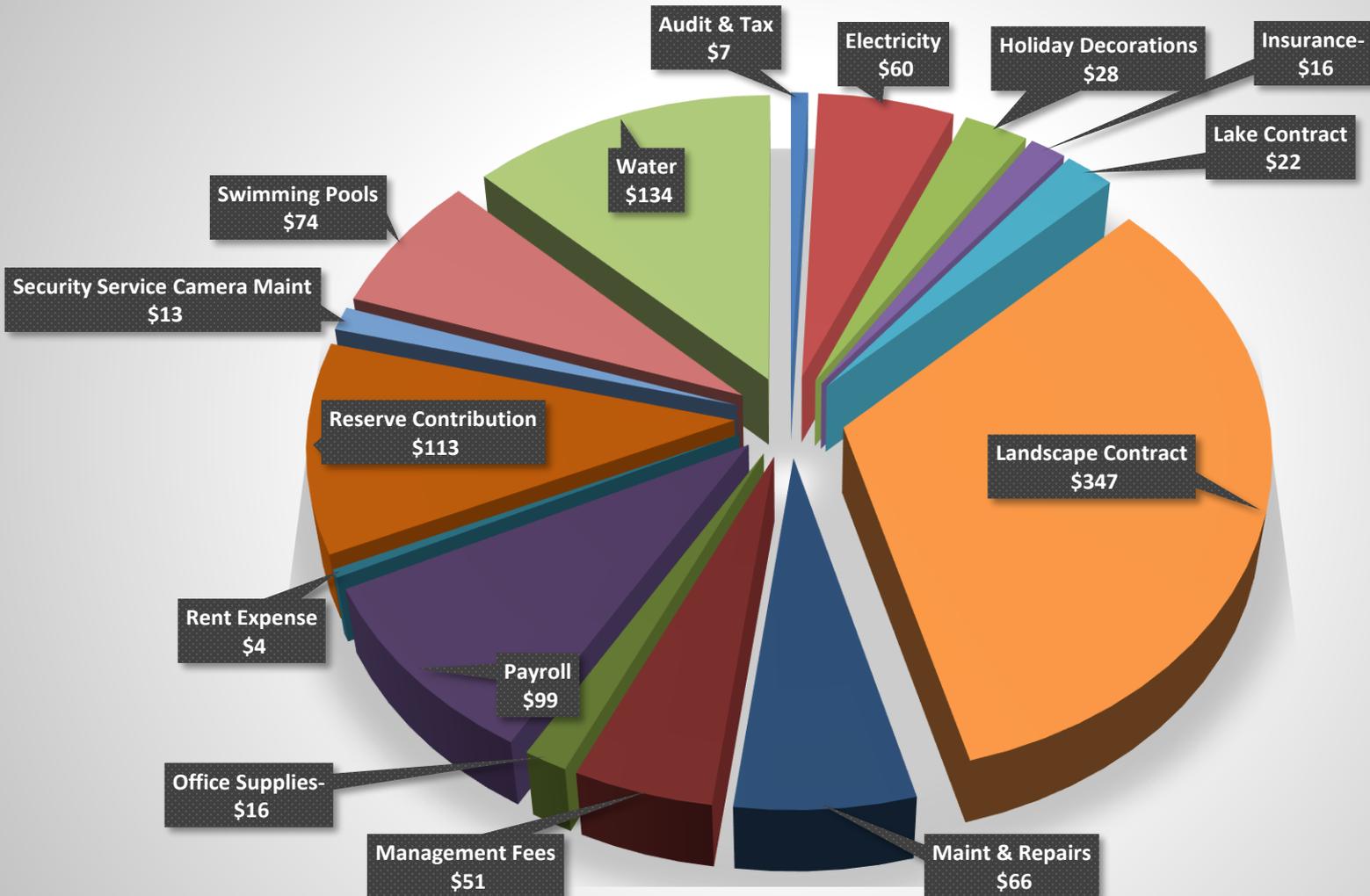


2023 SCRMA / OneSCR Budget

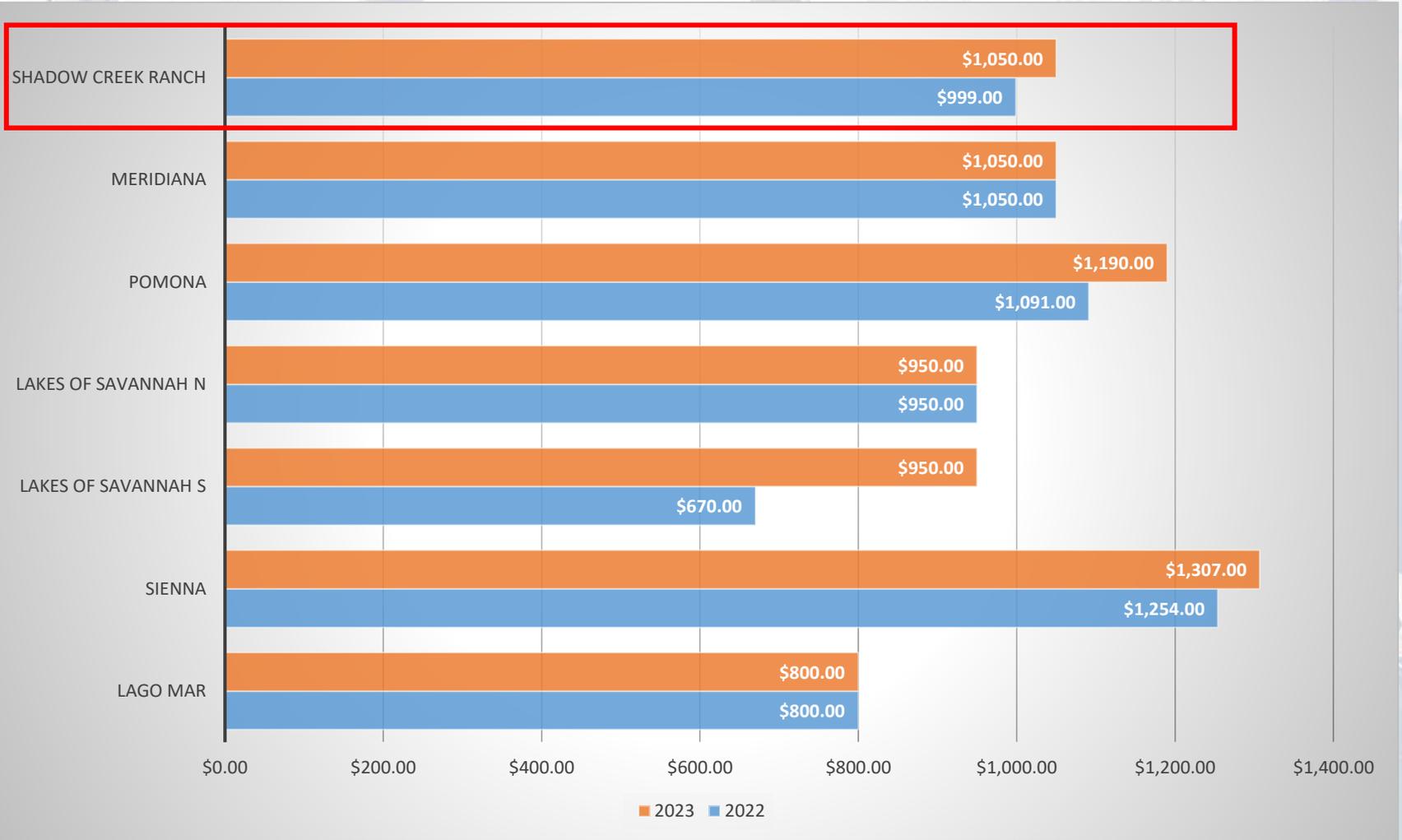
Total Expense: \$7,452,798



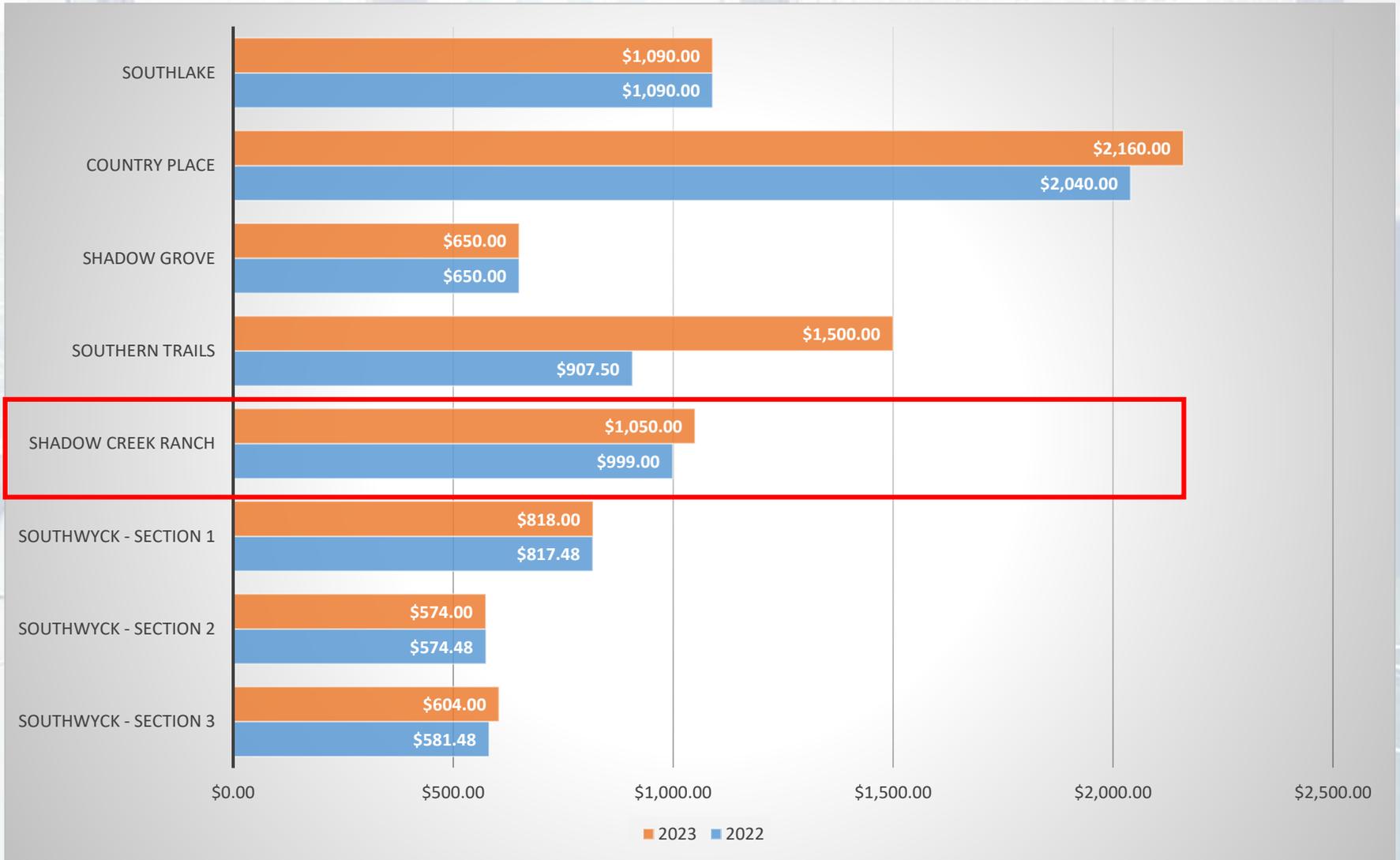
What does \$1050 pay for?



COMPARISON TO SIMILAR MASTER PLANNED COMMUNITIES



COMPARISON TO OTHER MASTER PLANNED COMMUNITIES IN AREA



2023 Annual Assessment Payment

The 2023 assessment dues of \$1050.00 for your community is due in full on January 1, 2023 and becomes delinquent on January 31, 2023. Payment received after January 31, 2023 will incur a late fee of \$100.00 plus a monthly finance charge of 1.5% per month until paid in full based on the outstanding assessment balance.

Payment plans for current year assessments are available upon request by contacting the Community Management Office.

Advance payment on 2024 assessments can be made at any time.



Manage & Pay Your Charges Online

As the **preferred way** of accepting payments, we request that you create an account online with our provider, **ClickPay**. Through this convenient platform, you can view your balance due and make individual or automatic recurring payments from your smartphone, tablet or other media device.

Payments can be made online by e-check (ACH) from a bank account at no cost to you or by credit or debit card for a nominal fee. Get started by visiting the web address below and following the instructions listed:

www.ClickPay.com/FirstService

- ① Click **Register** and create your online profile with **ClickPay**
- ② **Connect Your Home** using the account number found on your coupon or statement
- ③ Set up **Automatic Payments** or click **Pay Now** to make one-time payments

For help with your account or setting up payments online, please contact **ClickPay** through their online help center at **www.ClickPay.com/GetHelp**.

Mailing Address for Payments

If you choose to submit your payments by paper check, money order or through your bank's Online Bill Pay feature, please mail your payments to the address listed below.

Association Name
c/o FirstService Residential
P.O. Box 30419
Tampa, FL 33630-3419

Community Portal - Connect



FirstService Residential Invites you to log into the Resident Portal. This community website through Connect, provides an easy and helpful way to access pertinent information about your community and your account. Your secure and fully-supported community website is available anywhere you have Internet access.

WHAT YOU HAVE ACCESS TO 24 HOURS A DAY, 7 DAYS A WEEK

- Work Order Submission Tracking
- Resident Directory
- Assessment Balance & History
- Online Payment Options
- Direct Online Contact with FirstService Residential

HOW TO GET STARTED

1. In your Internet browser, enter <https://villageofbiscaynebay.connectresident.com>. This is the public page of the website.
2. Select *Resident Access* at the upper right side of page.
3. Select Register option.
4. Enter the requested information and follow the on-screen prompts to complete your registration.
5. Once on the website, be sure to update your phone and email contact information so that you can receive important community updates. You may also want to take this time to designate which phone number(s) and/or email address you wish to appear in the resident directory.

VILLAGE OF BISCAYNE BAY

Board of Directors

President – Jennifer Doest

Vice President – Jorge Leon

Treasurer – Tarah Taylor

Secretary – Panayiotis Melas

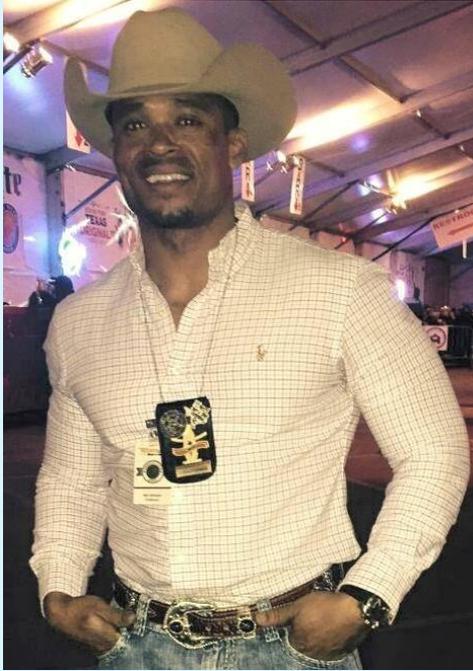
Directors – Jermaine Daggett

VILLAGE OF BISCAYNE BAY

Election of Directors

1 position open

Candidate Introductions



Don Johnson





Panayiotis Melas



Bobby Wilkerson

Meeting Adjournment & Member Forum

The Board values the insight and input of all owners. To ensure that everyone has the opportunity for resolution, please email QUESTIONS & SUGGESTIONS to the HOA at:

EMAIL: help@shadowcreekranchhoa.com