



Northville Colony Estates
Homeowners' Meeting Minutes
November 5, 2019, 7:00 pm
Northville Township Hall, Northville, MI

Call To Order: 7:01 pm - David Rabahy

No Formal Roll Call

28 residents in attendance plus 4 Board members present - David Rabahy/Robert Veres/Karen Bell & John Palmer. Michael Garliauskas was absent.

Reading of Notice – David read the notice of meeting.

Reading of Previous Meeting Minutes - Minutes of previous meeting were recapped by Karen. Motion to approve was given and seconded from the floor. Minutes were approved by a majority vote.

Introduction of Board Members: David led introductions of board members and made an appeal to other residents to join the board.

Election of 2019-20 Board - David announced that one Board member (Karen Bell) was resigning and that nominations for new Board members was now open. New NCE 345 homeowner, Joseph Carroll, volunteered to serve on the Board. A motion was made and seconded from the floor to nominate Joseph Carroll. No further nominations occurred. The 4 returning Board members and nominee, Joseph Carroll, were elected unanimously by a show of hands. Board Members for 2019-20: David Rabahy, Mike Garliaukas, Robert Veres, John Palmer & Joseph Carroll.

Officers' Reports

President's Report - David Rabahy

- Storm Water Basin - The vendor, TSP Environmental, replaced the pipes and rebuilt the outlet area in compliance with Township ordinances. Stone filter was replaced. The water drains quickly now. The west inlet has been armored with riprap to contain the erosion. The

spring 2019 special assessment funded this necessary maintenance. Vegetation was cut back. Clippings & debris need to be cleaned out occasionally.

Action Items:

- 1) Need to continue to look at plants and excess vegetation.
- 2) Continued maintenance will be required for Storm Basin.

Vice-President's Report – no report. Michael Garliauskas was absent.

Communication's Report - Karen Bell

Two newsletters created and mailed to homeowners in 2019. These are posted on the website as well. Reminder to check nce345.org often for new postings and updates.

Property & Assets – John Palmer

No formal report.

Treasurer's Report – Robert Veres

Bob asked that homeowners keep email and telephone contact information up-to-date for the Board of Directors so that contacting homeowners, when necessary, is easier.

Review of the 2019 financial budget. All expenses were met and we will end the year with an estimated positive balance of \$17,809.42. This includes a reserve of \$5,800.08 set aside for Rainy Day/Opportunity Reserve and a reserve of \$100.00 for Storm Drain Reserve. Reduced pricing from a new landscaping vendor helped reduce expenditures this year. New vendor for snowplowing is also giving us more competitive pricing. Correction to the budget was made from Mahesh Bhandari. Correction was noted and corrected.

Overview of 2020 Budget. 2019 balance will carry forward to 2020. Positive balance of \$352.67 from Special Assessment for the Storm Basin Repair will rollover to Line Item F, Net Building & Use Section 16 Fund. Reviewed and addressed questions concerning the 2020 Budget.

Committee Chairpersons Reports

- Audit Committee - Jim Lee and two others still needed to conduct an audit. There has not been an audit in many years. 2 other volunteers stepped up to help with the audit and Bob Veres will meet with these 3 individuals to conduct an audit in early 2020.
- Social Committee - No committee members in attendance to report.

Thank you to all the volunteers on the Social Committee. There have been many new residents in the subdivision. Each receive a welcome gift of baked goods when they move in. A big thanks to our website master who keeps our website in great shape.

- Parks, Recreation and Grounds - Pam Csatari was absent from the meeting, but Jim Palmer read her report. Normal maintenance of all common areas took place during 2019. Tree trimming took place on Six Mile Road and dormant trees were limbed. Six Mile Road where NCE345 property meets with Wayne County, is maintained as well as possible. Appleby Court will be the first island scheduled for updated landscaping during Spring/Summer 2020. Still awaiting vendor response for the cost of the normal upkeep costs of the Storm Water Basin.

Old Business

Sump lines are the responsibility of the homeowners. It is the HOA's responsibility to clear clogs in the storm drain catch basin.

Appleby Court will be the first island to get a landscape facelift during spring 2020.

New Business

- A number of salt bins disappeared last year during the winter. It is possible that GFL removed them assuming they were garbage. Board will contact GFL concerning this for current season.
- Proposed By-Law change vote for Annual Dues & Special Assessment Late Penalties (Article X) which was sent with the Fall Newsletter was discussed. The Treasurer had to spend an inordinate amount of follow-up time contacting homeowners who did not pay the annual dues and assessment in a timely fashion this past year. The proposed By-Law change would create a steeper penalty to any homeowner not paying these dues in a timely manner. Discussion concerning this proposal took place and a suggestion was made to make changes to the proposal so the final penalty occurs after 120 days and include placing a lien on the property and all associated costs added to the amount due. This was discussed and agreed upon. A motion was made and seconded from the floor to amend the By-Law proposal with the discussed details. The motion was approved by a majority show of hands. A motion was then made and seconded from the floor to vote on the amended Proposed By-Law change for Annual Dues & Special Assessment Late Penalties (Article X). The motion was approved by a majority show of hands. The By-Law change then went to a vote and was approved. Total votes=53; Yes votes=50; No votes=3. The proxy votes received by the Board were included in this vote tally. Below are the details of the approved By-Law change.

Approved Bylaw Change at November 5, 2019 Northville Colony
Estates 3-4-5 Homeowners Association Meeting
(New language italicized and bolded)

Article X -- Dues

The dues for membership in the Association shall be assessed against Northville Colony Estates Subdivision Number 3, 4, and 5 owners at the rate of One Hundred Fifty (\$150.00) Dollars per year per lot. Dues shall be billed by January 15, and payable annually prior to February 15. Such dues shall constitute active membership for that year and shall be deemed the annual assessment as referred to in the Building and Use Restrictions.

Dues and assessment payments received after **the due date** are considered late and a **tiered late** penalty will be assessed. Such assessment will be part of the annual assessment as referred to in the Building and Use Restrictions.

The tiered late penalty will be as follows:

- **Payment received 1-14 days after due date: No Penalty**
- **Payment received 15-29 days after due date: 50% of billed amount**
- **Payment received 30-59 days after due date: 100% of billed amount**
- **Payment received 60-89 days after due date: 200% of billed amount**
- **Payment received 90-119 days after due date: 300% of billed amount**
- **Payment received 120 days after due date: 400% of billed amount and a lien placed on real estate property and all associated costs (i.e. Legal, recording fees, other) added to Total Amount Due.**

In cases of hardship or extenuating circumstances, the homeowner is responsible for contacting the Treasurer and/or President to work out a payment plan for the amount due including the penalty on the date of contact. The penalty will not increase during the term of the payment plan providing on time payments are made.

The following table is not part of the By-Laws, but rather an illustration of the tiered penalty.

Schedule for 2020 dues (\$150) plus Section 16 Assessment (\$20) = \$170 due February 15, 2020.

Payment Received	Received By Date	Billed Amount	Tiered Late Penalty	Total Amount Due	Tiered Late Penalty Calculation
By Due Date	2/15/2020	\$170	\$-	\$170	On Time
1-14 days after due date	2/29/2020	\$170	\$-	\$170	Grace Period
15-29 days after due date	3/15/2020	\$170	\$85	\$255	50% of \$170
30-59 days after due date	4/14/2020	\$170	\$170	\$340	100% of \$170
60-89 days after due date	5/14/2020	\$170	\$340	\$510	200% of \$170
90-119 days after due date	6/13/2020	\$170	\$510	\$680	300% of \$170
120 days after due date*	6/14/2020	\$170	\$680	\$850	400% of \$170

*Lien placed on real estate property and all associated costs (i.e. Legal, recording fees, other) added to Total Amount Due

- The 2020 Annual Budget was discussed with the inclusion of the annual assessment of \$20.00 per lot being implemented by the Board of Directors in accordance with Section 16 of the association's Building & Use Restrictions requirements for storm water retention area maintenance. It was also discussed that resurfacing of the north park

walkway was needed. Motion was made and seconded from the floor to approve the 2020 Annual Budget. Budget was approved with a unanimous vote.

Meeting was adjourned at 8:52 pm