



# Annual Fall Meeting 2015

Buckingham Village Subdivision Association

# Happy Veterans Day!



# Conduct

We would appreciate for everyone to adhere to one conversation and allow the other party to finish speaking. We also ask that you be respectful and keep the conversation constructive.





# Board of Directors

- President - John Schmitz
  - Vice President - Kristy Ownby
  - Treasurer - Andrew Micallef
  - Secretary - Kelly Masters
  - Director - Jan Simonsen
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- The above board took office on January 1st, 2015 and will serve a two year term.



# Mission Statement

*“To maintain the beauty and services of our community with integrity and transparency.”*



# Agenda

- Budget
- By-Laws
- Dues
- Late Fees
- Liens
- Open Forum

# Profit & Loss Statement

1/1/15 - 11/11/15

<b>Income</b>	<b>2015 Actual</b>	<b>2015 Budgeted</b>
Starting Balance	\$15,008.97	\$15,008.97
Association Fees Received	\$33,620.00	\$33,433.00
Other Income	\$0.00	\$0.00
<b>Total Income</b>	<b><u>\$48,628.97</u></b>	<b><u>\$48,441.97</u></b>
<b>Expenses</b>		
State Of Michigan Filing Fees	\$40.00	\$20.00
Macomb Township - Water & Sewer	\$3,634.81	\$5,000.00
DTE - Electric	\$184.77	\$300.00
Landscaping & Snowplowing	\$24,760.06	\$24,975.00
Insurance	\$3,287.00	\$3,000.00
Sprinkler Repair	\$1,925.00	\$5,100.00
Website Fees	\$40.50	\$150.00
Office Supplies & Postage	\$627.79	\$525.00
Mail Box Renewal	\$0.00	\$180.00
Legal Fees	\$2,074.00	\$182.00
Bank Fees	\$12.00	\$0.00
NSF Checks	\$168.00	\$0.00
<b>Total Expenses</b>	<b><u>\$36,753.93</u></b>	<b><u>\$39,432.00</u></b>
<b>Profit/Loss</b>	<b><u>\$11,875.04</u></b>	<b><u>\$9,009.97</u></b>



**"This is the portion of the Association's budget we like to call 'unknown'."**



# 2016 Budget

	Actual 2015	2016 Estimated
Association Fees Received	\$33,620.00	\$45,450.00
<b>Expenses</b>		
State Of Michigan Filing Fees	\$40.00	\$40.00
Macomb Township - Water & Sewer	\$3,634.81	\$3,200.00
DTE - Electric	\$184.77	\$250.00
Landscaping & Snowplowing	\$24,760.06	\$13,790.00
Snowplowing (Year's Contract)		\$11,000.00
Fertilizer 6 applications per year		\$2,400.00
Mulch & Sod Repair to BV2 entrance		\$5,250.00
Insurance	\$3,287.00	\$3,287.00
Taxes		\$600.00
Sprinkler Repair	\$1,925.00	\$500.00
Website Fees	\$40.50	\$50.00
Office Supplies & Postage	\$627.79	\$700.00
Mail Box Renewal	\$0.00	\$180.00
Legal Fees	\$2,074.00	\$2,350.00
Bank Fees	\$12.00	\$12.00
NSF Checks	\$168.00	\$168.00
<b>Total</b>	\$36,753.93	\$43,777.00

\*\*Note 2015 Landscaping expenses include grass cutting, spring clean-up, fall clean-up, weeding, tree-trimming, fertilizer, sprinkler start-up & shut-down, & snow-plowing

\*\*2016 Budget separates Landscaping, snowplow, fertilizer & mulch expenses for better transparency

\*\*2016 Legal fees budget includes reviewing & establishing bylaws.

# By-Laws

- We are currently operating without by-laws. They should have been established by the Grantor or subsequent boards. By-laws cover topics such as officer elections, meeting notices, etc.
- We have a draft of bylaws from a neighboring association that we have tailored to fit our situation.
- We have budgeted for and intend to retain a lawyer to advise us on how to proceed and review our draft for approval.



# Taxes

- Income tax forms have not been previously submitted.
- Even non-profit organizations have to file taxes, typically a HOA files a 501(c)4.
- We have already contacted the IRS to obtain our EIN # and verified our assumption (that we have to file).
- We budgeted for filing our taxes this year and plan to in the future.



# Dues

- Dues invoices will be mailed out the first week of December.
- Dues will remain at \$150.00 annually.
- The due date of March 1<sup>st</sup> has remained the same.



# Late Fees

- Late fees have been increased substantially to promote a greater sense of urgency and collect in a more timely manner.
- We have raised late fees from \$5.00 a month to \$50.00 a month.
- From March 2<sup>nd</sup> to April 1<sup>st</sup> the payment due with late fee will increase to \$200.00.
- From April 2<sup>nd</sup> to May 1<sup>st</sup> the payment due with late fees will increase to \$250.00.





# Liens

- After much research, budgeting and debate on how to proceed with the lien process, the board unanimously voted to enlist the services of a lawyer versus filing on our own with the Macomb County Register of deeds.
- This is the same lawyer that Buckingham Woods uses and a similar process that Buckingham Recreational Facilities executes.
- We felt that this process would send a stronger message than coming directly from the board and would not expose us to unknown circumstances.
- As a board we are entitled to exercise this method and can impose the additional fees to recoup upon the resident according to Paragraph 11(d) of the ECR's.
- Worst case scenario if a home goes into foreclosure, we lose a maximum of \$270.00 per lot.
- So far this approach has been effective. Since we started this process we had 8 delinquent lots and are now down to 5 before having to file any liens!

**PAST DUE**

# Open Forum



**"I think the seller will accept your offer,  
but the Homeowners Association will  
never approve that shirt."**