



Neighborhood News

November 2016

*2017
Assessment
Invoice
enclosed!*

To Northglen Owners-

It's been a busy year at Northglen and much has been accomplished. This year's priority to reduce aged receivables was a success, enabling us to upgrade the irrigation system, clean the fence, replace lighting and make landscape enhancements to the entrance of Northglen.

The decision was made to increase the 2017 annual assessment by \$48 a year. After years with no change to the annual assessment amount, our reserves are depleted and our insurance coverage reduced. This increase will enable the Association to establish a reserve account and obtain additional insurance coverage, greatly reducing membership exposure to a special assessment in the future. Thank you to those that took part in the budget process by attending the budget work shop and/or annual budget meeting.

Community compliance is ongoing and most are mindful of the community rules, however some residents continue to violate the governing documents. Fines are being levied and in certain cases legal counsel is becoming involved. Easily cured violations such as leaving trash cans out and unkempt lawns negatively impact the neighborhood. Now more than ever, taking care of the little things will make a big difference within our community.

Thank you to those that have taken the time to volunteer at Northglen. In addition to the Board of Directors, volunteers include the Architectural Review Committee and others who assist in carrying out the work of the Association. Please take the time to learn of the volunteer opportunities outlined in this newsletter. If you are interested in these or an unmet need here at Northglen, let us know. Volunteering is a great way to get to know the neighbors and support the association!

Sincerely,

Ron Robertson
President

2016 -2017 Board of Directors

President	Ron Robertson
Vice President	Tom Ginter
Secretary /Treasurer	Steven Neel

Questions? Call Karen Shelly at 904-357-0175 or email karen.sharedinterest@gmail.com

Northglen.org

LEGAL BRIEFING:

New Legal Counsel

Earlier this year Jackson Law Group was retained to serve as legal counsel to the Association. Jackson Law partner Ed Ronsman is president of the Community Associations Institute (CAI) and the firm is well known for their community association practice, as well as collections department.

This resulted in a change to the way payment is made. Previous counsel invoiced and received payment from the delinquent homeowner. This was an effective option for the Association during the times assessment income was down, however, the standardized fees charged to the homeowner were high.

Jackson Law invoices the Association and the Association pays the bill, posting the charge to the homeowner's ledger. Jackson's standardized fees for collections tend to be lower, resulting in a savings to the delinquent homeowner.

Unpaid Assessment Payments

All past due accounts are now with the collection attorneys. On **Feb. 2, 2016, 30% of homeowners were over a year late in paying their annual assessment. This figure has been reduced to 5%** and placement of liens and other legal actions are taking place on delinquent accounts.

Early next year the Board will review and direct legal counsel on further steps to take on properties that are subject to Association foreclosure, attachment of rental income and/or tenant eviction.

Compliance and Violations

It is the responsibility of the Board of Directors to ensure the provisions of the governing documents be enforced within budgetary constraints.

- Violations of the governing documents are routinely being addressed through education, hang tag notices and formal notices of violation. The Association also works with state and local government on issues crossing jurisdictional lines.
- Fines of up to \$100 per day may now be imposed and once they reach a maximum of \$1,000, unpaid fines may create a lien on the property.
- Violations that remain unaddressed are subject to direct legal action including but not limited to mediation, litigation, monetary judgement and, eviction, if applicable. Please note that the Board of Directors and manager may not discuss a pending legal matter with members.

Bylaws Revision

The Board is planning a review and update of Northglen's Bylaws to reflect changes to state and federal laws and neighborhood governance.

Members are encouraged to submit ideas for Bylaws changes in writing by 12/31/16.

2017 BUDGET AND ANNUAL ASSESSMENT PAYMENT

In August, the Board of Directors held a budget workshop for Northglen's membership to ask questions, help set priorities and provide ideas to assist in establishing the 2017 budget.

The Board of Directors voted on the budget on September 15, 2016. **Thank you to those that took part in the budget workshop and attended the formal budget meeting. A copy of the 2017 annual budget is available upon request by mail or sent to karen.sharedinterest@gmail.com.**

The annual assessment payment for 2017 has been set at \$288.00 per household, representing a monthly increase of \$4.00 per month.

This will allow the Association to:

- more effectively address compliance and collection matters
- provide adequate insurance coverage
- reestablish a reserve account

Make checks payable to:
and mailed it to:

**Northglen Homeowners Assn., Inc.
Shared Interest Community Solutions, LLC
10950 San Jose Blvd., Ste. 60-272
Jacksonville, FL 32223**

APPEALS COMMITTEE APPOINTEES SOUGHT

When the Board of Directors imposes a fine for a violation, the property owner has an opportunity to go before an appeals committee to explain or demonstrate why a fine should not be imposed. The Board would like to expand the Northglen Appeals Committee.

Service on this committee requires:

- A commitment of one hour once or twice a year,
- The ability to fairly review and consider the information provided by the homeowner,
- An interest in the uniform enforcement of the Association's governing documents.

Contact Karen Shelly to learn more or to become involved in this important committee.

The annual assessment payment of \$288 is due on January 1, 2017. If unpaid after January 30, a late fee of \$25.00 and interest at a rate of 18% will be posted to the account.

The Association cannot make payment arrangements. Partial payments that are received will be deposited, but the account will be shown as being in arrears after the January 30 deadline and additional fees will apply.

State law REQUIRES that partial payment first be applied "to any interest... to any administrative late fee... to any costs and reasonable attorney fees... and then to the delinquent assessment."

Delinquent accounts will be referred to the Association's attorneys if not paid by March 1, 2017.

*Payment in full due
January 1, 2017!*

EXTERIOR PAINTING

The Home Catalog of Color Selections is now available for those wishing to paint their homes. To borrow the catalog, complete and submit an ARC form, leaving the color selection blank. **ARC forms may be obtained at Northglen.org.** Prior to commencement of the work, all requests must be reviewed and approved by the Architectural Review Committee to ensure pre-approved colors have been selected.

Special thanks to ARC Member Donna Neel for creating a comprehensive catalog of pre-approved color schemes for homes within Northglen!

ARC LOOKING TO EXPAND MEMBERSHIP

The Architectural Control Committee receives and reviews requests for deviations of exterior paint colors, fencing, roofing and other changes/additions to a home's exterior and / or landscape. If you would like to serve your community by becoming an ARC member, send an email to karen.sharedinterest@gmail.com.

ANNUAL ELECTION AND MEMBERSHIP MEETING HIGHLIGHTS

The Annual Membership Meeting could not be convened because a quorum of members was not present in person or by proxy.

There were three vacancies on the Board of Directors. The three incumbents were the only candidates in nomination, so they will continue to serve as the Board of Directors.

NORTHGLEN.ORG

Visit the community website for forms, governing documents and other information.

Are you tech-savvy? Northglen is looking for a webmaster to enhance, update and improve the website. Contact Karen for more information.

Karen A. Shelly, LCAM

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