



Trotters Pointe

Homeowners Association
P.O. Box 71
South Lyon, MI 48178
www.trotterspointe.net

August 26, 2024

Dear Neighbors & Co-Owners,

The Trotters Pointe Board of Directors would like to announce that we've contracted with *Association Property Management (APM)* to be the Association's Management Agent starting September 1, 2024.

APM brings 14 years of property management experience and currently has 38 managed associations with a staff of multiple employees at their office located on South Old US Highway 23 (Whitmore Lake Rd) and Spencer Rd in Brighton, Michigan. The Board will be transitioning management services to APM over the next few months and expects to have APM fully engaged by January 2025.

The APM management agreement was negotiated to reduce the potential for lapse of proper management and locked in management costs for three (3) years to help the association focus resources on other areas that are in pressing need of attention. The agreement for **\$13,560** annually *is a savings of 38%* (\$8,640) over BRIDEN's \$22,200 annual fee (in effect since 2012), and with more services & perks. For example, each Co-owner gets access to APM's **OWNER PORTAL*** which allows for making online payments starting January 1, 2025 via credit & debit card as well as eCheck, view assessment invoice & payment history, submit requests, and chat with APM. Sadly, we expect to lose the ability to pay by **Zelle** once payment processing is completely turned over to APM in 2025.

* Co-owners will be receiving an introductory letter in the mail from APM by early October 2024 that will include instructions of how to register on the APM **Owner Portal**.

Another of the many benefits APM provides is the use of remote *Microsoft Teams* access to meetings. At this time, remote voting will not be feasible due to the lack of ensuring voting is limited to Co-owners or their designated representative, and only one vote per unit can be cast as the Bylaws require.

Starting with the HOA's 2025 fiscal year that begins January 1, 2025, APM will mail out assessment ("dues") payment coupons prior to December 25, 2024 which can be returned with check payments.

HOA Email Address & PO Box

The Board has created the new email address TrottersPointeBOARD@Gmail.com for Co-owners who wish to communicate *solely* with the Board. Emails to TrottersPointeBOARD@Gmail.com are forwarded to the Board members. Historically, emails sent to TrottersPointe@Gmail.com have always been forwarded to the Board members and the Management Agent. Therefore, Co-owners will contact *both* the Board and APM by sending emails to TrottersPointe@Gmail.com.

Co-owners may continue to send postal mail to the same PO Box the HOA has always had (captioned above). Additionally, APM has their own PO Box that will accept postal mail on behalf of the HOA. APM will communicate to Co-owners their direct contact information & email address (this information will also be listed on the TPHOA website).

Notice of HOA Special Meeting – New Management Company Introduction

The HOA will be holding a Co-owner special meeting from **6:30 PM to 7:30 PM on Wednesday, September 18th at the Salem-South Lyon District Library (SSLDL****), 9800 Pontiac Trail, Salem Township, Michigan** to introduce APM to Co-owners which will have a Q&A session. Questions will be limited to concerns regarding the new management. Co-owners attending in-person will be limited to one question per unit, although additional questions may be permitted if time allows. The meeting will also be remotely accessible in *listen-only mode via Microsoft Teams* at the following link:

<https://bit.ly/473qJ66>

**** Please note that the SSLDL can accommodate a **maximum of 75** attendees. Seating will be on a first-come first-serve basis (please check-in upon entry).

Designated Voting Representative

While Co-owners registered with the Oakland County Clerk may attend HOA member meetings, HOA Bylaws Article VII, Section 3 limits voting to a single Designated Voting Representative of a unit that is



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registered with the HOA. Therefore, a copy of the Designation of Voting Representative form is *enclosed* to complete and return to the HOA's mailing address captioned herein. The form can also be downloaded from the *Documents > Forms* section of the Trotters Pointe website at TrottersPointe.net. Only forms with an *original signature* can be accepted. Designation of Voting Representative forms received by the Board Secretary prior to voting take effect immediately.

New Mowing/Landscaping Contract

Although we'd already achieved significant savings on mowing and some landscaping services earlier in 2024, we've achieved an **additional 9.2% savings** with a new mowing/landscaping services contract that brings Faith Lawn back to the subdivision and includes additional services that had been eliminated over the years. Furthermore, Faith Lawn's extensive contract includes snow removal & holiday lighting and also locks in mowing & many landscaping costs for three (3) years thereby making the HOA's future budgets more predictable and manageable.

Past Due Assessments – Amnesty Program

The HOA has made significant progress on collections of past due assessments. *For the first time ever*, with the exception of a single unique situation, there's no assessments past due from previous years! Excluding late fees, the HOA is still owed approx. \$5,514.12 in assessments.

However, we still have a few past due assessments and it's not fair to pay late when the overwhelming majority of Co-owners (75%+) pay on time. Also, many past due Co-owners don't include the late fee and/or pre-date their checks (some checks are pre-dated over 45+ days earlier, yet the postmark stamp is just a few days prior to receipt by the HOA). A few past due payments with pre-dated checks have a post office teller postmark which is distinctively different from mail deposited into a mailbox & processed by mail processing centers.

Therefore, the HOA has authorized a **2nd Amnesty** late payment program** this year that effectively extends the due date for ALL assessments to September 30, 2024. All late fees will be waived for Co-owners whose assessment payments are **all RECEIVED no later** than September 30, 2024. Payments RECEIVED by the HOA after September 30, 2024 are NOT ELIGIBLE for late fee waiver since Co-owners will have had nearly *five months* to pay the most recent \$100 mid-Year assessment. Co-owners may **contact the HOA** to arrange a payment plan due to financial hardship.

Co-owners who are past due as of the date of this letter will have a statement of their account *attached to this letter* listing their transactions since 2022 and an Amnesty offer for the payment amount required to catch up in order to be eligible for late fee waiver. Dates written on checks & postmarks will be ignored without exception.

For the time being, payments should continue to be sent the HOA's mailing address:

Trotters Pointe HOA
PO Box 71
South Lyon, MI 48178

**** Late fees have been waived for Co-owners caught up on payments, no further action is needed!**

Amnesty Program – Late Fee Refunds***

Consequently, as the Board also did in the April 2024 Amnesty program and in fairness to everyone, late fees paid on the 2024 mid-Year assessment will be refunded to Co-owners that fully catch up on assessment payments no later than September 30, 2024.

*** Co-owners who already paid the 2024 mid-Year assessment late fee prior to the date of this letter will have a statement of their account and a refund check of the late fee *enclosed* with this letter.

In closing, the Board has worked hard to not only improve the subdivision over the past 1½ years, but to also improve the quality & quantity of services, all at a significant savings to Co-owners for years to come. Also, the Board of Directors appreciates everyone's patience & understanding while we searched for a new management company and put the HOA on the right track in every aspect.

Thank you and we look forward to seeing you at the SSLDL on September 18th!

TPHOA Board of Directors