

Nowland Estates Subdivision Homeowners Association, Inc.

P.O. Box 871764, Canton, MI 48187

February 5, 2025

Dear Homeowner,

This letter is directed to all homeowners in our subdivision. The purpose of this communication is to inform you that the Sheldon pump station needs a new pump and electrical panel, and the related Special Assessment process needed for paying the costs of these repairs.

Why is this being proposed?

Since October 2024 the Sheldon pump station has been inoperable due to a failed pump. Dave Stendardo has used an electric pump to empty the pond over 16 times since that failure. His actions have saved the subdivision thousands of dollars. However, this situation is not sustainable. We need a new pump and we believe that it is prudent to acquire a pump that is the same as the one replaced in the Valentine Court pump station in 2023. We want to do this as part of a long-term plan to standardize the pump systems so that a quantity of service parts can be purchased and on-hand for future nuisance repairs that are typically costly and have long lead times. What this means is that the electrical components and panel also needs to be replaced. The panel is over 30 years old and has been modified several times. The panel needs to be upgraded and made compatible with the new pump.

Further, we are asking for this Special Assessment so we are able to maintain services and planned improvements this year. We want to continue to take advantage of the Roads Projects, replenish the mulch on the berms, plant trees, and set aside funds for monuments repair. As well, we need funds available should another pump station repair occur this year. If we must pay for the new pump and panel with the current budget, we will not be able to do these things. For a full account of the HOA financials, please see the Treasurer Reports section of the HOA webpage (www.NowlandEstates.org). The 2025 budget and financial need for the Special Assessment will be reviewed in detail at the Special Assessment meeting.

How will the maintenance and repairs be funded?

The subdivision's homeowner association can only get funding from the members of the association (the residents). According to the bylaws, the board can ask for a special assessment to cover additional maintenance activities when needed. The board would like to ask for funds to cover the pump station repair in the amount of \$21,500. Dividing this amount over the 86 homes in the subdivision amounts to \$250 per homeowner. The board would like to ask that this special assessment occur immediately after approval.

Our improvements to avoid another costly Special Assessment in another few years?

There have been two pump failures in the past 5 months due to debris from the wells reaching the impeller of each pump. In the Sheldon pond pump, a Gatorade bottle made it into the well and caused a catastrophic failure of the pump due to overheating (overcurrent). In the Palmer pond pump, two muskrats made their way into the well and caused a failure of the pump. Luckily, the Palmer pond pump was salvageable after a service visit. The pump impellers are designed to grind up normal debris such as small twigs and leaves, but are not intended to handle larger/harder debris. To mitigate any future ingress of animals or rubbish into the wells, Dave Stendaro has reworked the drain entrances with chicken wire. The original drain design was only intended to keep logs, large twigs and trash from entering the drain/well. These improvements can be seen by visiting any of the three retention ponds and will be shown during the Special Assessment meeting.

Board Recommendation:

The board believes it is in the best interest of the subdivision residents to pursue this initiative to replace the pump and panel. The reasons for this are: replacing the failed pump with a new pump and not rebuilding the old one will maximize the life of the new pump; replacing the old electrical panel will be necessary to be compatible with the new pump and the panel is over 30 years old; we want to standardize the pump and panel systems to ease the cost of future maintenance; we don't have enough funds to cover the total cost along with normal HOA expenditures. Since this year's annual assessment of \$425 and our reserve funds are inadequate to cover the cost of these items, it is necessary to collect a special assessment of \$250 from each homeowner in the subdivision.

Special Assessment Requirements:

Per our subdivision's Declaration of Covenants and Restrictions, Article IV, Sections 5-7, special assessments need to be approved by our residents via a meeting. **This meeting must be attended by at least 60% of the 86 homeowners --which equals 52 homeowners-- (either in person or by proxy) to constitute a quorum.** If a quorum is met; then, two-thirds of the votes of the homeowners, present in person or by proxy, need to be "yes" votes for the special assessment to pass.

Next Steps and Process:

- At least one homeowner from each residence of the association must attend the **Special Assessment Meeting** that is scheduled for **Wednesday, February 25, 2025**, from 7-8pm in the **Canton Administration Building, Meeting Room A, 1150 S. Canton Center Road, Canton, MI 48188**.
- If you cannot attend the meeting on **February 25, 2025**, you must complete the enclosed proxy. The proxy can either be mailed to the HOA address (below), or it can be sent as an email attachment to ***nowlandboard@aol.com***. The Board needs to receive each proxy prior to our meeting on **February 25, 2025**. The proxy can also be given to a neighbor or a Board member to bring to the meeting.
- If the **special assessment passes**, the board requires that each homeowner send a check for the special assessment of \$250 to the HOA address (below). **The check must be received by March 25, 2025.**

If you have any questions, please email the board at **nowlandboard@aol.com**.

Sincerely,
Board of Directors

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Canton, MI 48187

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PROXY FORM
Special Assessment Meeting
February 25, 2025

One homeowner per lot may vote on Association business. Any homeowner wishing to vote by proxy (authorizing someone else to vote in your place) must complete this form, or other transmission, electronic or otherwise. This form or other transmission may be given to either a

neighbor who will attend, to any current Board Member who will attend, or to any other competent person who will attend, prior to the **February 25, 2025**, Special Assessment Meeting of the Association. Any forms mailed to the Association's P.O. Box or sent via email must be received prior to this meeting. Proxy forms received after the meeting will not be accepted. A photocopy, facsimile copy, scanned and email copy, or other reliable reproduction of the signed Proxy Form or transmission may be substituted or used in lieu of the original writing or transmission for any purpose for which the original writing or transmission could be used.

Your (Homeowner) Name:

Your Address (One vote per address/home):

The individual or person you want to act as your Proxy (Agent) to vote in your place:

The manner in which you want your Proxy (Agent) to vote:

Regarding the Nowland Estates Subdivision Homeowners Association Special Assessment of \$250 to fund a new pump and panel at the Sheldon pump station.

Check only **ONE** of the following: I vote **"yes"** I vote **"no"**

Your Signature:

Signature

Date