

HMRNA Budgeting and Dues Policy

Revised July 2024

BUDGETING

Annually, during the 4th quarter of the year, the HMRNA board, or its designated subcommittee, will evaluate HMRNA past expenses and forecast the next year's expenses to develop a budget for the following year. As part of the budget process, each vendor providing services will be evaluated for performance and value, and replacement vendors will be evaluated for those found to be unsatisfactory. For any service category exceeding \$1,000 a year in expenses, the HMRNA board will, at least once every three years, evaluate two or more alternative providers to check for better vendor choices.

INVOICING

HMRNA invoices owners for dues bi-annually with target mailing dates of January 1st and July 1st. Each invoice is for 1/2 of the annual dues determined through the HMRNA budget process. Invoices are due 30 days from the date of mailing, as displayed on the invoice.

TRANSFER FEES

The HMRNA Declaration of Easements, Covenants, and Restrictions section 10.6 Capital Contribution; Transfer Fee, part (b) Subsequent Closings requires that at each closing and transfer of title, the new Owner must pay five hundred dollars (\$500) to the HMRNA as a transfer fee. If the transfer fee is not paid at the time of closing, it will be invoiced as soon as the HMRNA becomes aware of the title transfer.

LATE FEES

Late fees will begin accruing on unpaid accounts 60 days after an unpaid invoice date. This \$20.00 per month fee will partially cover the administrative costs of managing and recovering overdue accounts.

PAYMENT OVER TIME

In some cases, homeowners may be granted permission to spread payments over several months. If a homeowner wishes to make payments over time, the homeowner must contact the Board Treasurer (board@hmrna.org) to make payment arrangements. The request must be approved by the Board. Failure to make payments as arranged will result in resumption of the normal dues collection process.

DUES COLLECTION PROCESS

The HMRNA is a non-profit organization with a volunteer board and is committed to not passing on the financial burden of unpaid dues or transfer fees to other owners. Therefore, following policy will be followed for overdue accounts:

Reminder - 30 days after invoice date

Owners who have not paid their accounts in full 30 days after the invoice date, will be mailed a second invoice and account statement to remind them of their obligation. A copy of the HMRNA Budgeting and Dues Policy will also be sent.

Second Reminder/Fees - 60 days after invoice date

Owners who have not paid their accounts in full by 60 days after the invoice date will incur a \$20 per month late fee. A letter will be sent to the owner reminding them that the late fee will be added to their account each month until the amount is paid in full and that a lien will be filed against their property on the amount more than 90 days overdue, plus late and filing fees. A third invoice and the HMRNA Budgeting and Dues Policy will be enclosed.

Lien Filed - 90 days after invoice date

If full payment of dues, transfer fees, and/or late fees are not received within 90 days from the invoice date, an additional \$25 lien-filing fee will be added to the owner's account and a lien will be filed for the full balance due on account at the time of the filing.

Liens will be filed in April and September of each year for all accounts more than 90 days overdue, and existing liens will be revised to include dues, late fees, and lien filing fees that have accrued since the last lien filing/update.

Although it is the preference of the HMRNA to file a lien on the property of homeowner accounts in arrears as a means of collection, the Board of Directors has the discretion to use other avenues for collection as necessary.