

EMERALD LAKES VILLAGE

Homeowners Association
P.O. Box 113, Troy, MI 48099

Policy Letter Regarding: FIVE-YEAR PLAN

ELV Policy #008 dated and approved **June 2017**

The following items are NOT listed in order of importance or priority.

- 1) The adoption of a Five-Year Plan was approved by the Homeowners at the Fall Homeowners Meeting on October 18, 2005. The Plan was devised to protect and enhance property values and to create a “Reserve” to be used for emergencies.
- 2) The intent is to keep from deferring maintenance items indefinitely and to upgrade when necessary with capital improvements and maintain a reserve of at least \$30,000.00. The Association determined it is essential to have a Reserve.
- 3) A vote of approval of no less than 2/3 of the total voting members of the Board is required for the use of any Reserve Fund monies.
- 4) After the Reserve reaches the equivalent of one (1) year’s dues, overages may be used for items other than emergencies with the approval of the Board as determined in Item 3.
- 5) The Five-Year Plan will be the basis used in the formulation of the next year’s budget to be approved by the Homeowners at the Fall Homeowners Meeting.
- 6) The Plan is to provide for maintenance and upkeep before capital improvements.
- 7) The Plan is to be updated and revised as needed based on previous spending, history and projected requirements.
- 8) Each year the Board will add a year to the Plan. It will be an updated as needed, perpetual document.
- 9) It is designed to allocate monies by category i.e. Lakes, Permitting – Lake Lots, Maintenance – Utilities, Water, Electricity.
- 10) The Plan allows the Board to prioritize.
- 11) The Vice President shall be responsible for the Five-Year Plan and cause the Plan to be updated as needed, approved by the Board and finalized in July of each year. The Vice President will disseminate the Plan to the voting Board members.
- 12) The approved Five-Year Plan will be placed on the ELV website by the Corresponding Secretary.