

Northwood Park Estates Unit One Property Owners' Association

Care of Clark Simson Miller

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Dear Homeowner,

Your volunteer homeowner association board has diligently interviewed a number of management companies in and around your area, and Clark Simson Miller is honored that they have retained our firm as the management company of choice. **Clark Simson Miller will assume this responsibility effective March 1, 2025.** As your association is currently in transition with our company, we ask for your patience and understanding while we transfer your association files into our system. It generally takes at least 30 days to completely gather all of the necessary information.

Our primary goal is to provide financial management services to your community. This includes the billing and collection of dues payments, handling association invoices from vendors, providing administrative support to the board, and working together to help the association meet its short term and long term financial obligations.

Please note that each lot has a balance for dues and a balance for Irrigation that each owner will need to track

As such, Clark Simson Miller only handles concerns within the financial realm of managing the association. For more streamlined assistance, we have several teams here who can assist you. Please contact any one of them for your financial HOA needs.

We strongly encourage all homeowners to use the online portal for basic inquiries as it has your account balance, contact information, and other information related to the association. Please keep in mind that some of this information will not be available until after the transition period as we are working to load everything into our system.

For "non-financial" concerns such as maintenance requests, violation inquiries, etc, please reach out to your Board of Directors for assistance.

We welcome you to the Clark Simson Miller family. We use the word family because it truly reflects how we feel about the communities that select us. Welcome to a new level of service. Welcome home to CSM.

Kind Regards,
Clark Simson Miller