Applicant Information

- a. Homeowner's Association or Property Name: *Asbury Park HomeOwners Association*
- b. Age of the subdivision or neighborhood where the work will be done: *17 Years*
- c. First-time Applicant? ***Yes***
- d. Project Leader • *Khurram Abbas*
    - Office Held/Position within organization - *Member at Large*
    - Address • *26508 Mandalay Cir Novi MI 48374*
    - Telephone *(313) 618-7835*
    - E-Mail *khurramabbas@gmail.com*
- *Project Leader 2: Patrick Torossian*
    - Office Held/Position within organization - *President*
    - Address • *26165 Mandalay Cir Novi MI 48374*
    - Telephone: (*248) - 207-9797*
    - E-Mail: *ptorossi@gmail.com*
- Project Leader 3: Koti Kanneganti
    - Office Held/Position within organization - *Secretary*
    - Address • *26545 Mandalay Cir Novi MI 48374*
    - Telephone: (*248) 396-7573*
    - E-Mail: *koti.kannegant@gmail.com*
- Project Leader 4: Scott Stowitts
    - Office Held/Position within organization - *Vice-President*
    - Address • *26188 Mandalay Cir Novi MI 48374*
    - Telephone: (*248) 234-1255*
    - E-Mail: *sstowitts@oliverhatcher.com*
- Project Leader 5: Sean Murtha
    - Office Held/Position within organization - *Treasurer*
    - Address • *26223 Mandalay Cir Novi MI 48374*
    - Telephone: (*248) 912-2600*
    - E-Mail: *seanmurtha@me.com*

II. Project Information

a. Provide a clear, detailed description of the project's purpose, plan and design, including the existing conditions, specific need, and public benefit.

Beatification of the Asbury Park entrance areas mostly through the addition of landscaping related improvements. The plan consists mostly of beautification through the addition of various flowering trees to add much needed color to existing (mostly green) landscaping, targeting some rather bare spots that presently make the entrance somewhat plain looking and mundane (color wise). This would really spruce up the community's overall look by adding an inviting curb appeal of the entrance locations of the sub.

b. Attach project planning documents such as landscaping drawings, plans, maps, and photos of the project area.



General Layout of the West Side - West Wall



Right Wall (West Entrance) - Bed where the two Crab Trees will go - Same for all other walls



Night view of the West Entrance, decorative crab trees (the left one) would go right here infront of the column on the left between the Boxwoods.



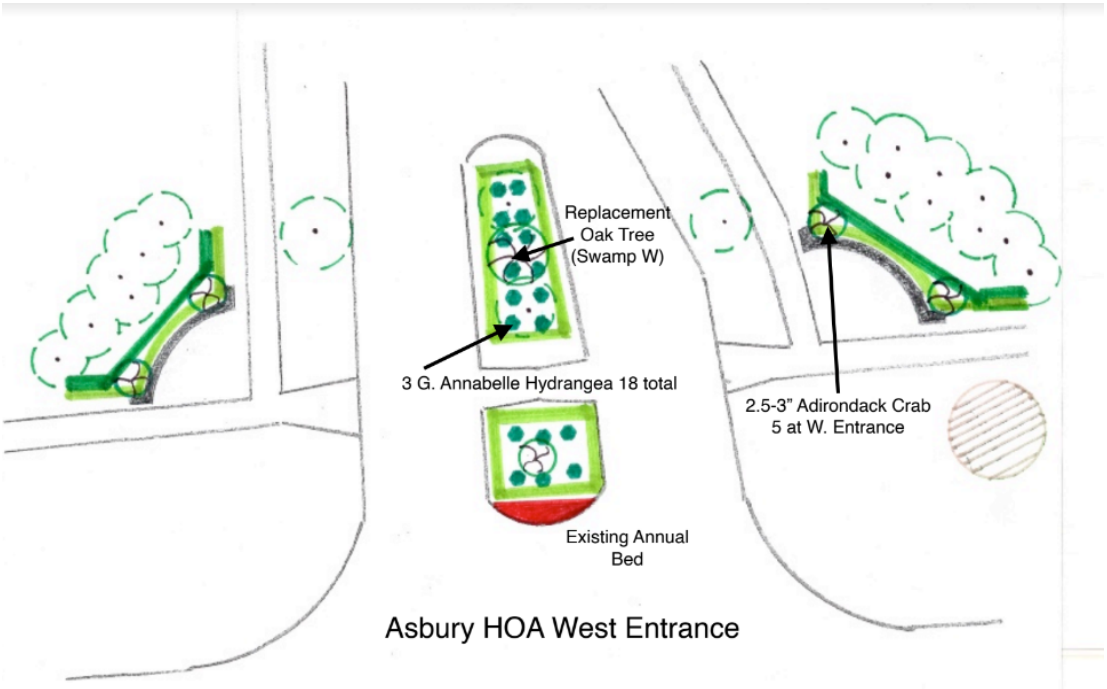




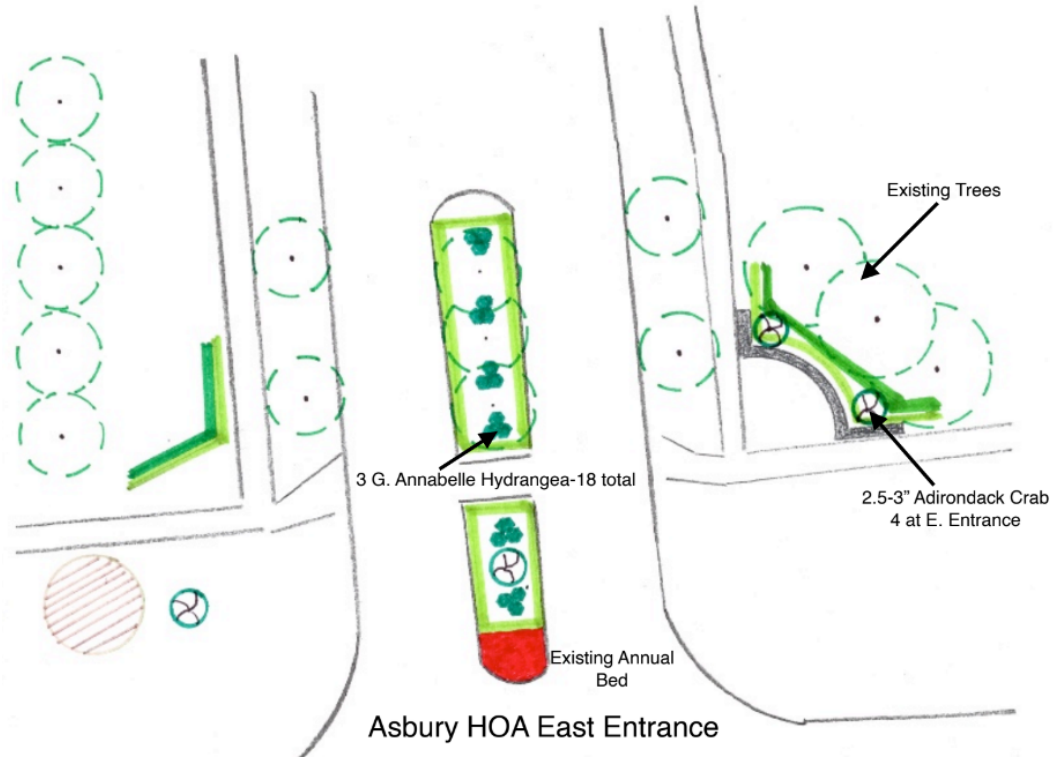
Center Island West and East Entrance - 18 Hydrangeas on both sides, evenly distributed and laid out. Note these are old pictures taken from google street views as it's snowy right now even though those recent snow pictures are also attached. On the left picture, the middle tree in the back island has been gone for many years, this is where the swamp oak will go to remove the void. On the right, the trees in the island are now quite tall so the hydrangeas with the proposal will be prominent and not hide the trees in center.



East Side - East Wall (Old picture from Google Maps street view (new pictures have snow in them but are also attached), the two spiral tees no longer exist creating a void), this is where the 2 crab trees are going (similar to the West Entrance).



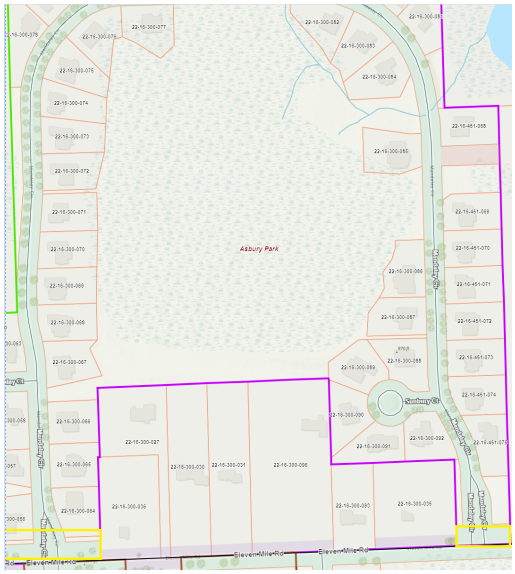
Asbury HOA West Entrance



Asbury HOA East Entrance

c. Provide the proposed project area's location. Please provide a written description of the specific location of the project along with an attached map with the location clearly marked. City maps can be found on the City of Novi website's map gallery.

The beautification is for the proposed entrances of the Asbury Park SubDivision which can be seen in the yellow highlighted areas in the map taken from the City of Novi's website. These entrances are facing (and are visible from 11 Mile Road). The entrances are referred to as the West Side and the East Side Entrances and are almost identical to each other in terms of the existing architecture (two brick walls on each side), signage, metal railings, entry way, Lamp Pole etc. Exact locations on where the various items go in the map are in the proposal from the landscaper (Begonia Brothers) which is attached alongside.



d. Explain how the project meets the review criteria listed in the Grant Selection Criteria & Evaluation Process section. Describe how the project has taken into consideration any elements that would positively and/or negatively affect the surrounding environment. If there is an impact on property owners or other non-City agencies (e.g., Road Commission for Oakland County), please explain and attach written permission or approval from the necessary entity.
The Asbury Park Subdivision has entrances that are directly visible from 11 Mile Road (public-right of way). The beatification primarily revolves around adding much needed color through landscaping items which includes the addition of some perennial ornamental shrubs and other flowering trees (everything in compliance with Novi ordinances, regulations as well as state/local laws).

We plan on installing Annabelle hydrangeas in the center islands of the sub (front closest to 11 mile), which in its present state really has nothing in there. We plan on putting 3 gallon Annabelle Hydrangeas, 36 in total divided between the East and West Entrance island beds in between the formal hedge of the evergreens. These are long lasting and low maintenance and will give us about 15 years per the landscaper, with very large blooms in the late summer).

There's also an area in the West Side's center area where it clearly looks like a very obviously large bare spot which reeks of nothingness where we can add a Swamp White Oak tree to make it look more full and symmetrical.

There is an area which is really meant for decorative small trees to be put up next to the monument walls (right behind the boxwoods) where some previous spiral evergreens were planted (removed a few years ago). We plan on clearing up the area, including the large tree stumps behind the Boxwood in front of the monuments where future flowering trees (Adirondack) flowering crab trees can go. This way we have both spring as well as summer/late summer colors, spring thanks to this and summer/late summer with the aforementioned hydrangeas.

e. Provide a detailed list of all proposed plants, if any, intended to be used in the project. Include the plant's common name and Latin name. Please refer to the City's prohibited species list in section 9c of the City's Landscape Design Manual.

i) Annabelle Hydrangea
ii) Adirondack flowering crab tree
iii) Swamp White Oak Tree (Quercus bicolor)

III. Funding Information
a. Estimated Total Project Costs
$11,105

b. Who provided this cost estimate?
Name Michael (Begonia Brothers), Estimator, Begonia Brothers •
michael@begoniabrothers.com Phone number: (888) 889-8282

c. Total amount of funds requested (50% project costs up to $5,000 maximum)

$5,000

d. If the project cost is projected to exceed the 1:1 match from the City (e.g., if the project cost projection is $12,000, the City's maximum contribution is $5,000, matched by $5,000 from the organization with an additional $2,000 from the organization), please provide the amount of the additional cost.

$1,105.

e. Total amount to be donated through in-kind donations and/or cash assistance. • Please provide a summary of in-kind donations such as professional services or donated materials (excluding volunteer labor).
• Please include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project.

Not applicable as the Project will be funded by Association's Operating/Special Assessment costs as well as the City Matching Grant.

f. Itemized unit and total cost estimates

Item	*#units*	*Cost/unit*	*total*
Tree (adirondack crab tree)	*8*	*$693*	*$5544*
Shrub (3 gallon annabelle hydrangea)	*36*	*$84*	*$3024*
Labor (prep area for crab trees)			*$1650*
Tree (swamp white oak)	*1*	*$887*	*$887*

Total $11,105

Attachments Please include:

• The association/property's current budget, in order to demonstrate its ability to pay for the entire project before reimbursement and to maintain the project in the future (Please remove all account numbers from any bank statements that are submitted as part of the grant application)
There is a document called 'Pages from 12. Asbury Park December 2022 Financial Package' as well as the 'Asbury Park SA - Bank Balance Report' showing that we can pay the full amount before reimbursement.

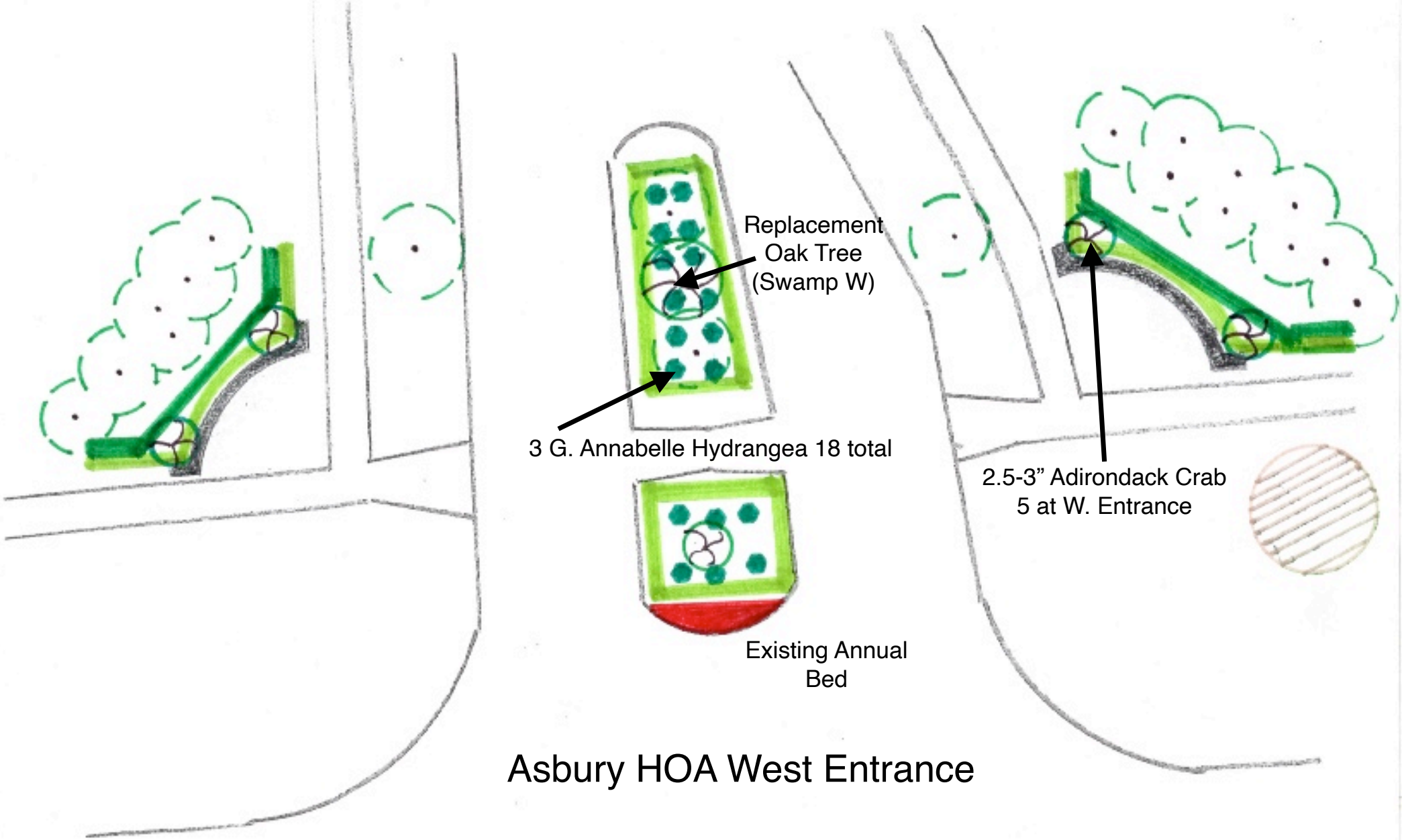
• Documentation reflecting the association/property's current and previous spending on landscape and landscape maintenance
This can be viewed in the attached budgets for prior years under 6xxx item codes.

• Formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project (if applicable)
N/A since we are not using any donations from any other entity or company.

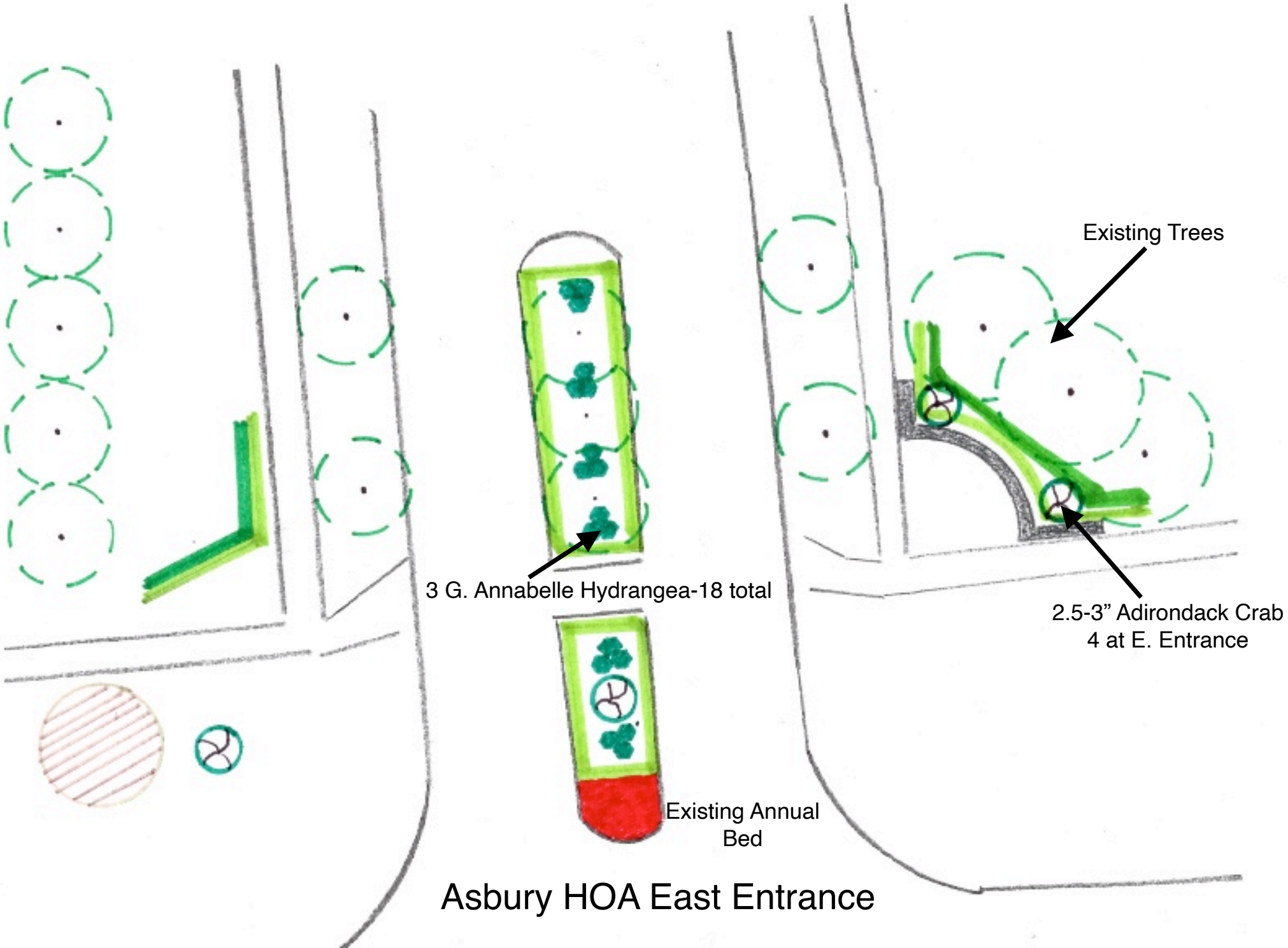
• Written permission/approval from the necessary entity if there is an impact on property owners or other non-city agencies (if applicable)
N/A this is being done on HOA entrance area property only and does not impact any other non city entity or any resident's property in any way

• Well-defined, scaled plans of the proposed project with complete plant lists and specifications of any lighting
The pictures of the sub entrances in general are all attached (it was snowy but hopefully you can also utilize the older pictures in this document). Please note the older pictures (some of them taken from Google Maps Street View have old ornamental spiral trees that are no longer there, were removed many years ago due to them dying).
• Map with project location identified
This is provided both within this document and attachments.

Asbury HOA Entrances
Asbury Park - 2021 Income Statement
Asbury Park - 2022 and 2023 Budget Summary
Asbury Park 2022 Income Statement
Asbury Park - Budget Spread By Department
Asbury Park 2021 Budget Mailing
Asbury Park SA - Bank Balance Report
Asbury Quote from Begonia Brothers
East Side - Center Island
East Side - East Wall
East Side - Full View
East Side - West Wall
Pages from 12. Asbury Park December 2022 Financial Package
West Side - Center Island
West Side - East Wall
West Side - Full View
West Side - West Wall



Asbury HOA West Entrance



Asbury HOA East Entrance

Proposal and Contract

Begonia Brothers Services LLC

21141 Brickscape Drive
Northville, MI 48167

Phone: 888-889-8282
Fax: 866-980-9559
Email: info@begoniabrothers.com

Date	Estimate No.
01/23/23	3485109

Name/Address

Asbury Park HOA
Associa Kramer-Triad Management
40000 Grand River Ave- suite 100
Novi, MI 48375
Attn:

Item	Description	Quanti...	Cost	Total
Gen Labor	East and West Entrance Landscape Renovations/Enhancements Removal of existing stumps behind boxwoods where previous large spiral evergreens were planted. 6 total stumps. 4 at West Entrance, 2 at East Entrance. Will require some shrubs to be removed during the stump removal process due to close proximity of surrounding material.		1,650.00	1,650.00
Tree	2.5-3" Adirondack crab trees- double bloom white spring flowers. 4 installed at West behind boxwood hedge where stumps are to be removed, one center island bed. 3 at East Entrance, 2 of those behind the boxwoods similar to West Entrance and one on the west part of East entrance in the common area lawn.	8	693.00	5,544.00
Tree	West Entrance - Swamp White Oak Center island between two existing oaks..3" caliper	1	887.00	887.00
shrub	3 gallon annabelle hydrangea . 36 total. Center Island in between formal hedge of evergreens. Divided up equally between West Entrance center island and East Entrance center island beds.	36	84.00	3,024.00
Please call us with any questions!			**Total**	**$11,105.00**

Begonia Brothers warrants the above plants to be disease and pest free at the time of delivery. Begonia Brothers' liability is limited to replacement of diseased and pest infested plants or refund of purchase price at Begonia Brothers option. The warranty described in this paragraph shall be in lieu of any other warranty expressed or implied, including but not limited to any implied warranty of merchantibility or fitness for a particular purpose. It is the sole responsibility of the purchaser to maintain any plants after installation. Begonia Brothers is not responsible for watering, weeding, fertilizing or replacing any such material unless previously agreed upon in writing. Payment is due Net 30 with a 2% monthly finance charge on past due invoices.

Client Acceptance _____ Date _____

Contractor Approval _____ Date _____

12-31-22
274576171

ASBURY PARK HOMEOWNERS ASSN INC

12-23	ATGPay Online Pa ATGPay Onl ASBURY PARK ST-H9S4X2R5H2Y1	222.00
12-27	AVIDPAY SERVICE AVIDPAY 705REF*CK*1000207*221223*Begon	1520.00-
12-28	ATGPay Online Pa ATGPay Onl ASBURY PARK ST-P6O0C3R5G6T5	830.00
12-29	AVIDPAY SERVICE AVIDPAY 705REF*CK*1000208*221228*DTE E	63.89-

* - - - - - - - - - - - -DAILY BALANCE SUMMARY- - - - - - - - - - - -*

Date	Balance	Date	Balance	Date	Balance
11-30	11821.56	12-02	11396.88	12-05	11272.58
12-14	11135.58	12-16	10052.82	12-19	9608.13
12-22	9386.13	12-23	10438.13	12-27	10653.13
12-28	11483.13	12-29	11419.24	12-30	11419.69

* - - - - - - - - -OVERDRAFT CHARGES/REFUNDS SUMMARY - - - - - - - - *

	This Cycle	YTD
Total returned item fees	.00	.00
Total overdraft fees	.00	.00

END OF STATEMENT

Reviewed & Approved by:

Tiffany Wallace
Community Association Manager

Income Statement Report
Asbury Park
Operating

December 01, 2021 thru December 31, 2021

	Current Period			Year to Date (12 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Income								
Assessment Income								
4000 - Association Fees	0.00	0.00	0.00	37,350.00	37,350.00	0.00	37,350.00	0.00
Total Assessment Income	**0.00**	**0.00**	**0.00**	**37,350.00**	**37,350.00**	**0.00**	**37,350.00**	**0.00**
Other Income								
4810 - Compliance Fines	0.00	0.00	0.00	250.00	0.00	250.00	0.00	(250.00)
Total Other Income	**0.00**	**0.00**	**0.00**	**250.00**	**0.00**	**250.00**	**0.00**	**(250.00)**
Investment Income								
4900 - Interest Earned - Operating Accounts	0.53	0.00	0.53	13.85	0.00	13.85	0.00	(13.85)
4904 - Perm Transfer Reserve Contribution	(2,705.00)	0.00	(2,705.00)	(2,705.00)	0.00	(2,705.00)	0.00	2,705.00
Total Investment Income	**(2,704.47)**	**0.00**	**(2,704.47)**	**(2,691.15)**	**0.00**	**(2,691.15)**	**0.00**	**2,691.15**
Total Operating Income	**(2,704.47)**	**0.00**	**(2,704.47)**	**34,908.85**	**37,350.00**	**(2,441.15)**	**37,350.00**	**2,441.15**
Expense								
Administrative								
5015 - Bank Charges	180.00	0.00	180.00	180.00	0.00	180.00	0.00	(180.00)
5030 - Coupon Costs	87.30	123.75	(36.45)	571.50	123.75	447.75	123.75	(447.75)
5090 - Office Supplies	80.95	6.00	74.95	488.71	70.00	418.71	70.00	(418.71)
5195 - Other Administrative Services	0.00	54.00	(54.00)	609.50	650.00	(40.50)	650.00	40.50
5210 - Printing/Copying	86.45	33.00	53.45	397.60	400.00	(2.40)	400.00	2.40
5215 - Postage	48.81	9.00	39.81	249.61	110.00	139.61	110.00	(139.61)
7000 - Accounting/Audit	0.00	0.00	0.00	100.00	200.00	(100.00)	200.00	100.00
7020 - Legal	0.00	25.00	(25.00)	0.00	300.00	(300.00)	300.00	300.00
Total Administrative	**483.51**	**250.75**	**232.76**	**2,596.92**	**1,853.75**	**743.17**	**1,853.75**	**(743.17)**
Insurance								
5400 - Insurance Premiums	0.00	0.00	0.00	1,092.00	1,106.05	(14.05)	1,106.05	14.05
Total Insurance	**0.00**	**0.00**	**0.00**	**1,092.00**	**1,106.05**	**(14.05)**	**1,106.05**	**14.05**

Income Statement Report
Asbury Park
Operating

December 01, 2021 thru December 31, 2021

	Current Period			Year to Date (12 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Expense								
Utilities								
6000 - Electric Service	63.82	58.00	5.82	665.75	700.00	(34.25)	700.00	34.25
6025 - Water Service	1,522.96	525.00	997.96	5,482.56	6,300.00	(817.44)	6,300.00	817.44
6050 - Telephone Service	0.00	17.00	(17.00)	35.00	210.00	(175.00)	210.00	175.00
Total Utilities	**1,586.78**	**600.00**	**986.78**	**6,183.31**	**7,210.00**	**(1,026.69)**	**7,210.00**	**1,026.69**
Landscaping								
6110 - Landscape Repair & Maintenance	0.00	0.00	0.00	12,009.00	9,756.00	2,253.00	9,756.00	(2,253.00)
6120 - Fertilizer	0.00	0.00	0.00	2,415.00	2,415.00	0.00	2,415.00	0.00
6140 - Mowing & Edging	924.00	0.00	924.00	6,006.00	6,468.00	(462.00)	6,468.00	462.00
6200 - Irrigation Repair & Maintenance	215.00	0.00	215.00	1,490.98	650.00	840.98	650.00	(840.98)
Total Landscaping	**1,139.00**	**0.00**	**1,139.00**	**21,920.98**	**19,289.00**	**2,631.98**	**19,289.00**	**(2,631.98)**
Repair & Maintenance								
6600 - General Repair & Maintenance	0.00	36.25	(36.25)	51.38	440.25	(388.87)	440.25	388.87
Total Repair & Maintenance	**0.00**	**36.25**	**(36.25)**	**51.38**	**440.25**	**(388.87)**	**440.25**	**388.87**
Professional Services								
7040 - Management Fees	350.00	550.00	(200.00)	4,600.00	6,600.00	(2,000.00)	6,600.00	2,000.00
Total Professional Services	**350.00**	**550.00**	**(200.00)**	**4,600.00**	**6,600.00**	**(2,000.00)**	**6,600.00**	**2,000.00**
Other Expenses								
9105 - Reserve Contribution Expense	85.00	84.95	0.05	850.00	850.95	(0.95)	850.95	0.95
Total Other Expenses	**85.00**	**84.95**	**0.05**	**850.00**	**850.95**	**(0.95)**	**850.95**	**0.95**
Reserve Expenses								
9104 - Perm Transfer Reserve Contribution E	0.00	0.00	0.00	(8,305.00)	0.00	(8,305.00)	0.00	8,305.00
Total Reserve Expenses	**0.00**	**0.00**	**0.00**	**(8,305.00)**	**0.00**	**(8,305.00)**	**0.00**	**8,305.00**
Total Operating Expense	**3,644.29**	**1,521.95**	**2,122.34**	**28,989.59**	**37,350.00**	**(8,360.41)**	**37,350.00**	**8,360.41**
Total Operating Income / (Loss)	**(6,348.76)**	**(1,521.95)**	**(4,826.81)**	**5,919.26**	**0.00**	**5,919.26**	**0.00**	**(5,919.26)**

Income Statement Report
Asbury Park
Reserves

December 01, 2021 thru December 31, 2021

	Current Period			Year to Date (12 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Income								
Investment Income								
4904 - Perm Transfer Reserve Contribution	0.00	0.00	0.00	(8,305.00)	0.00	(8,305.00)	0.00	8,305.00
4905 - Reserve Contribution Income	85.00	84.95	0.05	850.00	850.95	(0.95)	850.95	0.95
4910 - Interest Earned - Reserve Accounts	0.45	0.00	0.45	2.61	0.00	2.61	0.00	(2.61)
Total Investment Income	**85.45**	**84.95**	**0.50**	**(7,452.39)**	**850.95**	**(8,303.34)**	**850.95**	**8,303.34**
Total Reserves Income	**85.45**	**84.95**	**0.50**	**(7,452.39)**	**850.95**	**(8,303.34)**	**850.95**	**8,303.34**
Expense								
Reserve Expenses								
9104 - Perm Transfer Reserve Contribution E	(2,705.00)	0.00	(2,705.00)	(2,705.00)	0.00	(2,705.00)	0.00	2,705.00
Total Reserve Expenses	**(2,705.00)**	**0.00**	**(2,705.00)**	**(2,705.00)**	**0.00**	**(2,705.00)**	**0.00**	**2,705.00**
Total Reserves Expense	**(2,705.00)**	**0.00**	**(2,705.00)**	**(2,705.00)**	**0.00**	**(2,705.00)**	**0.00**	**2,705.00**
Total Reserves Income / (Loss)	**2,790.45**	**84.95**	**2,705.50**	**(4,747.39)**	**850.95**	**(5,598.34)**	**850.95**	**5,598.34**
Total Association Net Income / (Loss)	**(3,558.31)**	**(1,437.00)**	**(2,121.31)**	**1,171.87**	**850.95**	**320.92**	**850.95**	**(320.92)**

Budget Summary Report
Asbury Park
Dept: 51 - Operating
2023 Budget- Approved - 45 units

	2022 Budget	2023 Budget	2023 Monthly Budget
Assessment Income			
4000 - Association Fees	37,350.00	37,350.00	3,112.50
4030 - Special Assessments	0.00	0.00	0.00
4070 - Maintenance Bill-Backs	0.00	0.00	0.00
Total Assessment Income	**37,350.00**	**37,350.00**	**3,112.50**
Collections Income			
4705 - NSF Service Fees	0.00	0.00	0.00
4710 - Late Fees & Interest	0.00	0.00	0.00
4720 - Legal Reimbursements	0.00	0.00	0.00
Total Collections Income	**0.00**	**0.00**	**0.00**
Other Income			
4810 - Compliance Fines	0.00	0.00	0.00
Total Other Income	**0.00**	**0.00**	**0.00**
Investment Income			
4900 - Interest Earned - Operating Accounts	0.00	0.00	0.00
Total Investment Income	**0.00**	**0.00**	**0.00**
Total Operating Income	**37,350.00**	**37,350.00**	**3,112.50**
Administrative			
5015 - Bank Charges	0.00	0.00	0.00
5025 - Collection Charges	0.00	0.00	0.00
5030 - Account Management Fee	513.00	513.00	42.75
5090 - Office Supplies	375.00	500.00	41.67
5195 - Other Administrative Services	675.00	575.00	47.92
5210 - Printing/Copying	400.00	500.00	41.67
5215 - Postage	225.00	300.00	25.00
7000 - Accounting/Audit	750.00	750.00	62.50
7020 - Legal	300.00	2,000.00	166.67
Total Administrative	**3,238.00**	**5,138.00**	**428.18**
Insurance			
5400 - Insurance Premiums	1,125.00	1,500.00	125.00
Total Insurance	**1,125.00**	**1,500.00**	**125.00**
Utilities			
6000 - Electric Service	700.00	750.00	62.50
6025 - Water Service	6,300.00	6,300.00	525.00
Total Utilities	**7,000.00**	**7,050.00**	**587.50**
Landscaping			
6110 - Landscape Repair & Maintenance	9,756.00	3,674.00	306.17
6120 - Fertilizer	3,000.00	3,000.00	250.00
6140 - Mowing & Edging	6,468.00	8,234.00	686.17
6200 - Irrigation Repair & Maintenance	650.00	1,000.00	83.33
Total Landscaping	**19,874.00**	**15,908.00**	**1,325.67**
Repair & Maintenance			
6600 - General Repair & Maintenance	440.00	2,060.00	171.67
Total Repair & Maintenance	**440.00**	**2,060.00**	**171.67**

Budget Summary Report
Asbury Park
Dept: 51 - Operating
2023 Budget- Approved - 45 units

	2022 Budget	2023 Budget	2023 Monthly Budget
Professional Services			
7025 - Legal Services - Collections	0.00	0.00	0.00
7040 - Management Fees	4,305.00	4,326.00	360.50
Total Professional Services	**4,305.00**	**4,326.00**	**360.50**
Other Expenses			
9105 - Reserve Contribution Expense	1,368.00	1,368.00	114.00
Total Other Expenses	**1,368.00**	**1,368.00**	**114.00**
Total Operating Expense	**37,350.00**	**37,350.00**	**3,112.52**
Total Operating Net Income / (Loss)	**0.00**	**0.00**	**(0.02)**

Budget Summary Report
Asbury Park
Dept: RESERVE - Reserves
2023 Budget- Approved - 45 units

	2022 Budget	2023 Budget	2023 Monthly Budget
Assessment Income			
4025 - Reserve Assessments	0.00	0.00	0.00
Total Assessment Income	**0.00**	**0.00**	**0.00**
Investment Income			
4905 - Reserve Contribution Income	1,368.00	1,368.00	114.00
4910 - Interest Earned - Reserve Accounts	0.00	0.00	0.00
Total Investment Income	**1,368.00**	**1,368.00**	**114.00**
Total Reserves Income	**1,368.00**	**1,368.00**	**114.00**
Total Reserves Net Income / (Loss)	**1,368.00**	**1,368.00**	**114.00**
Total Association Net Income / (Loss)	**1,368.00**	**1,368.00**	**113.98**

Income Statement Report
Asbury Park
Operating

December 01, 2022 thru December 31, 2022

	Current Period			Year to Date (12 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Income								
Assessment Income								
4000 - Association Fees	0.00	0.00	0.00	36,520.00	37,350.00	(830.00)	37,350.00	830.00
Total Assessment Income	**0.00**	**0.00**	**0.00**	**36,520.00**	**37,350.00**	**(830.00)**	**37,350.00**	**830.00**
Collections Income								
4705 - NSF Service Fees	0.00	0.00	0.00	30.00	0.00	30.00	0.00	(30.00)
4710 - Late Fees & Interest	50.00	0.00	50.00	1,050.00	0.00	1,050.00	0.00	(1,050.00)
4720 - Legal Reimbursements	0.00	0.00	0.00	1,168.00	0.00	1,168.00	0.00	(1,168.00)
Total Collections Income	**50.00**	**0.00**	**50.00**	**2,248.00**	**0.00**	**2,248.00**	**0.00**	**(2,248.00)**
Other Income								
4810 - Compliance Fines	(25.00)	0.00	(25.00)	1,225.00	0.00	1,225.00	0.00	(1,225.00)
Total Other Income	**(25.00)**	**0.00**	**(25.00)**	**1,225.00**	**0.00**	**1,225.00**	**0.00**	**(1,225.00)**
Investment Income								
4900 - Interest Earned - Operating Accounts	0.45	0.00	0.45	13.95	0.00	13.95	0.00	(13.95)
Total Investment Income	**0.45**	**0.00**	**0.45**	**13.95**	**0.00**	**13.95**	**0.00**	**(13.95)**
Total Operating Income	**25.45**	**0.00**	**25.45**	**40,006.95**	**37,350.00**	**2,656.95**	**37,350.00**	**(2,656.95)**
Expense								
Administrative								
5015 - Bank Charges	0.00	0.00	0.00	10.00	0.00	10.00	0.00	(10.00)
5030 - Account Management Fee	126.00	43.00	83.00	168.75	513.00	(344.25)	513.00	344.25
5090 - Office Supplies	77.39	31.00	46.39	483.87	375.00	108.87	375.00	(108.87)
5195 - Other Administrative Services	75.00	56.00	19.00	882.50	675.00	207.50	675.00	(207.50)
5210 - Printing/Copying	203.30	33.00	170.30	1,447.15	400.00	1,047.15	400.00	(1,047.15)
5215 - Postage	120.84	19.00	101.84	475.42	225.00	250.42	225.00	(250.42)
7000 - Accounting/Audit	0.00	0.00	0.00	220.00	750.00	(530.00)	750.00	530.00
7020 - Legal	0.00	25.00	(25.00)	1,959.65	300.00	1,659.65	300.00	(1,659.65)
Total Administrative	**602.53**	**207.00**	**395.53**	**5,647.34**	**3,238.00**	**2,409.34**	**3,238.00**	**(2,409.34)**

Income Statement Report
Asbury Park
Operating

December 01, 2022 thru December 31, 2022

	Current Period			Year to Date (12 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Expense								
Insurance								
5400 - Insurance Premiums	0.00	0.00	0.00	1,102.00	1,125.00	(23.00)	1,125.00	23.00
Total Insurance	**0.00**	**0.00**	**0.00**	**1,102.00**	**1,125.00**	**(23.00)**	**1,125.00**	**23.00**
Utilities								
6000 - Electric Service	128.07	58.00	70.07	786.43	700.00	86.43	700.00	(86.43)
6025 - Water Service	2,357.45	525.00	1,832.45	5,684.69	6,300.00	(615.31)	6,300.00	615.31
Total Utilities	**2,485.52**	**583.00**	**1,902.52**	**6,471.12**	**7,000.00**	**(528.88)**	**7,000.00**	**528.88**
Landscaping								
6110 - Landscape Repair & Maintenance	150.00	0.00	150.00	9,863.00	9,756.00	107.00	9,756.00	(107.00)
6120 - Fertilizer	0.00	0.00	0.00	1,396.00	3,000.00	(1,604.00)	3,000.00	1,604.00
6140 - Mowing & Edging	2,915.00	0.00	2,915.00	8,223.00	6,468.00	1,755.00	6,468.00	(1,755.00)
6200 - Irrigation Repair & Maintenance	215.00	0.00	215.00	2,422.98	650.00	1,772.98	650.00	(1,772.98)
Total Landscaping	**3,280.00**	**0.00**	**3,280.00**	**21,904.98**	**19,874.00**	**2,030.98**	**19,874.00**	**(2,030.98)**
Repair & Maintenance								
6600 - General Repair & Maintenance	0.00	37.00	(37.00)	3,436.09	440.00	2,996.09	440.00	(2,996.09)
Total Repair & Maintenance	**0.00**	**37.00**	**(37.00)**	**3,436.09**	**440.00**	**2,996.09**	**440.00**	**(2,996.09)**
Professional Services								
7040 - Management Fees	360.50	359.00	1.50	4,326.00	4,305.00	21.00	4,305.00	(21.00)
Total Professional Services	**360.50**	**359.00**	**1.50**	**4,326.00**	**4,305.00**	**21.00**	**4,305.00**	**(21.00)**
Other Expenses								
9105 - Reserve Contribution Expense	137.00	137.00	0.00	1,370.00	1,368.00	2.00	1,368.00	(2.00)
Total Other Expenses	**137.00**	**137.00**	**0.00**	**1,370.00**	**1,368.00**	**2.00**	**1,368.00**	**(2.00)**
Total Operating Expense	**6,865.55**	**1,323.00**	**5,542.55**	**44,257.53**	**37,350.00**	**6,907.53**	**37,350.00**	**(6,907.53)**
Total Operating Income / (Loss)	**(6,840.10)**	**(1,323.00)**	**(5,517.10)**	**(4,250.58)**	**0.00**	**(4,250.58)**	**0.00**	**4,250.58**

Income Statement Report
Asbury Park
Reserves

December 01, 2022 thru December 31, 2022

	Current Period			Year to Date (12 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Income								
Investment Income								
4905 - Reserve Contribution Income	137.00	137.00	0.00	1,370.00	1,368.00	2.00	1,368.00	(2.00)
4910 - Interest Earned - Reserve Accounts	1.24	0.00	1.24	9.54	0.00	9.54	0.00	(9.54)
Total Investment Income	**138.24**	**137.00**	**1.24**	**1,379.54**	**1,368.00**	**11.54**	**1,368.00**	**(11.54)**
Total Reserves Income	**138.24**	**137.00**	**1.24**	**1,379.54**	**1,368.00**	**11.54**	**1,368.00**	**(11.54)**
Total Reserves Income / (Loss)	**138.24**	**137.00**	**1.24**	**1,379.54**	**1,368.00**	**11.54**	**1,368.00**	**(11.54)**
Total Association Net Income / (Loss)	**(6,701.86)**	**(1,186.00)**	**(5,515.86)**	**(2,871.04)**	**1,368.00**	**(4,239.04)**	**1,368.00**	**4,239.04**

Spread Report
Asbury Park
Operating
2023 Budget- Approved

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Assessment Income													
4000 -- Association Fees	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	37,350
Total Assessment Income	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	37,350
Total Operating Income	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	3,113	3,112	37,350
Administrative													
5030 -- Account Management Fee	43	43	42	43	43	43	42	43	43	43	42	43	513
5090 -- Office Supplies	42	41	42	42	41	42	42	41	42	42	41	42	500
5195 -- Other Administrative Services	48	48	48	48	48	48	47	48	48	48	48	48	575
5210 -- Printing/Copying	42	41	42	42	41	42	42	41	42	42	41	42	500
5215 -- Postage	25	25	25	25	25	25	25	25	25	25	25	25	300
7000 -- Accounting/Audit	63	62	63	62	63	62	63	62	63	62	63	62	750
7020 -- Legal	167	166	167	167	166	167	167	166	167	167	166	167	2,000
Total Administrative	430	426	429	429	427	429	428	426	430	429	426	429	5,138
Insurance													
5400 -- Insurance Premiums	125	125	125	125	125	125	125	125	125	125	125	125	1,500
Total Insurance	125	125	125	125	125	125	125	125	125	125	125	125	1,500
Utilities													
6000 -- Electric Service	63	62	63	62	63	62	63	62	63	62	63	62	750
6025 -- Water Service	525	525	525	525	525	525	525	525	525	525	525	525	6,300
Total Utilities	588	587	588	587	588	587	588	587	588	587	588	587	7,050
Landscaping													
6110 -- Landscape Repair & Maintenance	306	306	307	306	306	306	306	306	307	306	306	306	3,674
6120 -- Fertilizer	250	250	250	250	250	250	250	250	250	250	250	250	3,000
6140 -- Mowing & Edging	686	686	687	686	686	686	686	686	687	686	686	686	8,234
6200 -- Irrigation Repair & Maintenance	83	84	83	83	84	83	83	84	83	83	84	83	1,000
Total Landscaping	1,325	1,326	1,327	1,325	1,326	1,325	1,325	1,326	1,327	1,325	1,326	1,325	15,908
Repair & Maintenance													
6600 -- General Repair & Maintenance	172	171	172	172	171	172	172	171	172	172	171	172	2,060
Total Repair & Maintenance	172	171	172	172	171	172	172	171	172	172	171	172	2,060

Spread Report
Asbury Park
Operating
2023 Budget- Approved

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Professional Services													
7040 -- Management Fees	361	360	361	360	361	360	361	360	361	360	361	360	4,326
Total Professional Services	361	360	361	360	361	360	361	360	361	360	361	360	4,326
Other Expenses													
9105 -- Reserve Contribution Expense	114	114	114	114	114	114	114	114	114	114	114	114	1,368
Total Other Expenses	114	114	114	114	114	114	114	114	114	114	114	114	1,368
Total Operating Expense	3,115	3,109	3,116	3,112	3,112	3,112	3,113	3,109	3,117	3,112	3,111	3,112	37,350
Total Operating Net Income / (Loss)	(2)	3	(3)	0	1	0	0	3	(4)	0	2	0	0

Spread Report
Asbury Park
Reserves
2023 Budget- Approved

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Investment Income													
4905 -- Reserve Contribution Income	114	114	114	114	114	114	114	114	114	114	114	114	1,368
Total Investment Income	114	114	114	114	114	114	114	114	114	114	114	114	1,368
Total Reserves Income	114	114	114	114	114	114	114	114	114	114	114	114	1,368
Total Reserves Net Income / (Loss)	114	114	114	114	114	114	114	114	114	114	114	114	1,368
Total Association	112	117	111	114	115	114	114	117	110	114	116	114	1,368

Associa®
Kramer-Triad Management Group, L.L.C.
Ann Arbor • Novi • Troy

December 28, 2020

Asbury Park Homeowner's Association

RE: 2021 Budget & Payment Coupon.

Dear Co-owner,

The Board has approved the 2021 operating budget, which is enclosed for your review. This budget is the result of hours of analysis and discussion to keep it as reasonable as possible and meets our obligation to maintain and improve our Community. As a result of this analysis, the Board has decided that the Association fee will remain the same in 2021 as it was in 2020.

If you are currently utilizing automatic withdrawal, you will not receive a statement; no further action is required of you as the new fee will continue to be withdrawn automatically. If you wish to sign up for automatic withdrawal from your checking or savings account, the Authorization Form for Consumer Withdrawal is enclosed for your use. Also, please check the statement for the correct address and fee information. If you find any errors, please contact the customer service department at (866) 788-5130. There are also other payment options available to you at this time. Payments can be made by credit card on www.TownSq.io by selecting pay online. NOTE: Convenience fees apply for this option.

Please note - The late charge continues to be $25.00 for payments not received by the 11th of the month. Please allow 7 – 10 days for processing if you continue to mail your payments. In addition, as in the past, the late charge will be charged on any unpaid balance. Payments received are first applied to collection fees (including attorney fees), then to fines and late fees, and finally to the balance.

If you have any questions about the 2021 Budget, please contact Customer Service at (866) 788-5130 or email at customerservice@kramertriad.com.

Sincerely,

Board of Directors
Asbury Park Homeowner's Association
Tiffany Wallace, Community Director

Budget Summary Report
Asbury Park
Dept: 51 - Operating
2021 Budget Approved

	2021 Budget
Accounts Payable	
2060 - Insurance Payable	0.00
Total Accounts Payable	**0.00**
Total Operating Liabilities	**0.00**
Assessment Income	
4000 - Association Fees	37,350.00
4070 - Maintenance Bill-Backs	0.00
Total Assessment Income	**37,350.00**
Collections Income	
4705 - NSF Service Fees	0.00
4710 - Late Fees & Interest	0.00
4720 - Legal Reimbursements	0.00
Total Collections Income	**0.00**
Other Income	
4810 - Compliance Fines	0.00
Total Other Income	**0.00**
Investment Income	
4900 - Interest Earned - Operating Accounts	0.00
4905 - Reserve Contribution Income	0.00
Total Investment Income	**0.00**
Total Operating Income	**37,350.00**
Administrative	
5015 - Bank Charges	0.00
5025 - Collection Charges	0.00
5030 - Coupon Costs	123.75
5090 - Office Supplies	70.00
5115 - Web Site Maintenance	0.00
5195 - Other Administrative Services	650.00
5210 - Printing/Copying	400.00
5215 - Postage	110.00
7000 - Accounting/Audit	200.00
7020 - Legal	300.00
Total Administrative	**1,853.75**
Communications	
5200 - Community Events	0.00
Total Communications	**0.00**
Payroll & Benefits	
5304 - Maintenance Salaries	0.00
Total Payroll & Benefits	**0.00**
Insurance	
5400 - Insurance Premiums	1,106.05
Total Insurance	**1,106.05**
Utilities	
6000 - Electric Service	700.00

Budget Summary Report
Asbury Park
Dept: 51 - Operating
2021 Budget Approved

	2021 Budget
Utilities	
6025 - Water Service	6,300.00
6050 - Telephone Service	210.00
Total Utilities	**7,210.00**
Landscaping	
6110 - Landscape Repair & Maintenance	9,756.00
6120 - Fertilizer	2,415.00
6140 - Mowing & Edging	6,468.00
6199 - Landscape Other	0.00
6200 - Irrigation Repair & Maintenance	650.00
Total Landscaping	**19,289.00**
Repair & Maintenance	
6600 - General Repair & Maintenance	440.25
Total Repair & Maintenance	**440.25**
Professional Services	
7025 - Legal Services - Collections	0.00
7040 - Management Fees	6,600.00
7095 - Other Professional Services	0.00
Total Professional Services	**6,600.00**
F&B Supplies & Expenses	
7215 - Computer Services Cost F&B	0.00
Total F&B Supplies & Expenses	**0.00**
Other Expenses	
9105 - Reserve Contribution Expense	850.95
Total Other Expenses	**850.95**
Total Operating Expense	**37,350.00**
Total Operating Net Income / (Loss)	**(0.00)**

Bank Balance Report
As Of: Thu Jan 26, 2023

Association	Bank Name	Bank Account No	Balance	Rec Date
Asbury Park SA	CIT Bank Special Assessment	50709054	5,556.00	


Mandal














11 Mile Rd
Mandalay Ct

Camden Court Condominium Association
c/o MeadowManagement Inc., Agent
27780 Novi Road, Suite 110 Novi, MI 48377
248-348-5400 Fax 248-348-5960
Website: camdencourtnovi.com

January 20, 2023

Beautification Commission and the Novi City Counsel
45175 West 10 Mile Road
Novi, MI 48375-3006

Dear Commission and Counsel,

We, the Camden Court Condominium Association (CC), are submitting our application for the Novi Neighborhood Entryway Enhancement Matching Grant Program with this letter.

We have been planning for the changes that we know are necessary to the 13 Mile Road entrance to our community. We have carefully set aside the funds that will be provided exclusively for this project. The Grant matching funds will help us by freeing up some of our reserves for future improvements.

We are a strong community of caring residents of diverse backgrounds and ages. We take great pride in the upkeep and safety of Camden Court. We budget for replanting by our landscaping company Begonia Brothers and community volunteers that plant the flower beds along 13 Mile Road and Novi Road.

We are very concerned with how we spend our community's funds and have been able to keep our dues at an affordable level. This Grant will go a long way in helping our community.

The Camden Court Board of Directors:
Frank Ellias, President
Bill Bear, Vice President, Treasurer & Secretary
Mike Smith, Member-at-Large
Patrick Hornung, Member-at-Large

NOVI NEIGHBORHOOD ENTRYWAY ENHANCEMENT MATCHING GRANT PROGRAM

I) Applicant Information:

Applicant: Camden Court Condominium Association
Age of Community: 22+ years
First-time Applicant: NO ($5,000.00 Grant Received in 2017)
Project Leader: Franklin (Frank) J. Ellias, Association President
Address: 29353 Whistler Drive, Novi, MI 48377-2725
Home Telephone: 248-960-0960
Cell Phone: 248-761-2221
Email: fjellias@sbcglobal.net

II) Project Information:

A) Description:

The purpose of this project is to beautify a 13 Mile Road entrance to the Camden Court neighborhood. The work will primarily be done at the 13 Mile Road and Whistler Drive entrance. At this entrance, in 2022 we had removed 5 large diseased pine trees on the South side of the 13 Mile Road sidewalk. By removing these pine trees it exposed our first home (Lot #1) to street visibility and street noise. We will be contracting with Begonia Brothers Landscaping to place flower beds with low shrubbery and annual flowers. The west flower bed will be combined with multiple trees to replace the missing pines. The project site plan is in the attached landscape drawings. A Begonia Brothers professional landscaper drafted our plans with an eye toward beautifying the area and conserving the environment. Overall, the people who drive and walk along 13 Mile Road will enjoy the beautiful flowers and interesting plants. Also, the improvements will better reflect the beauty of the homes within Camden Court.

B) Location of proposed project:

13 Mile Road and Whistler Drive (see attached maps).

C) Grant election Criteria & Evaluation Process:

This project meets all the criteria listed for this grant.

a. Project Need & Impact:

Ground was broken in Camden Court over 22 years ago and the community has been growing and thriving ever since! This project will update the existing entrance to the neighborhood along 13 Mile Road and Whistler Drive. We will be enhancing the look of that entrance area with something that better reflects the forward-thinking attitude of the City of Novi. The current entrance area looks baron and we want to make it look appealing. This project will not only impact the residents of the 56 homes in Camden Court but will be seen by many others since we are situated just East of the City parks on Walled Lake and is traveled daily by people on foot, car and bicycles. Our neighborhood is visible to so many people, including a large majority who are not from Novi itself. Our proposed project will create a landscape that will wear better against the elements while still bringing a sense of warmth and welcome to our neighborhood.

b. Project Feasibility:

Camden Court's Board of Directors has been working on this project for more than two years. We have invested much time into conceptualizing this project. We have been preparing for the project in our annual budgets for two cycles now. The Board realizes our horticultural and design shortcomings and has hired Begonia Brothers Landscaping Company to assist us.

c. Consideration of the environment:

This project does have a positive impact on property owners and does not have any negative impact to any City agency. The site of the project is on Camden Court's common area. This project will not bring any negative effects to the environment, but there will have many positive ones. As outlined above, this project will only serve to enhance the surrounding area, modernize our neighborhood's overall curb appeal and help restrict soil erosion.

D) All plantings (see attached site plan):

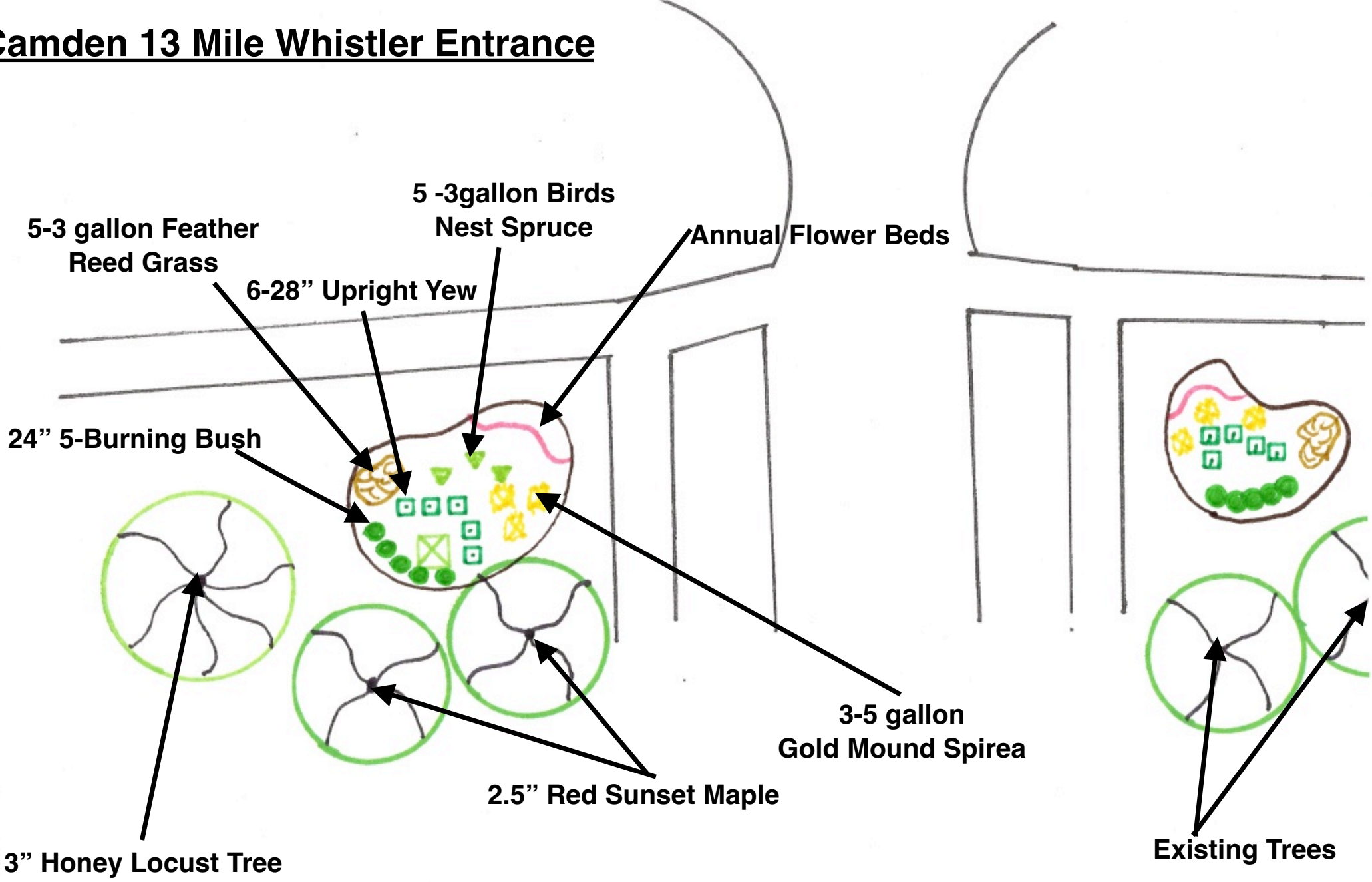
a) Site preparation
b) Upright Yew (6)
c) Dense Yew (5)
d) Burning Bush (10)
e) Birds Nest Spruce (3)
f) Gold Mound Spirea (6)
g) Feather Reed Grass (10)
h) Flats of annual flowers (12)
i) Red Sunset Maple tree (2)
j) Honey Locust tree (1)
k) Mulch – Brown (8 yards)

III) Funding Information:

a) Estimated Total Project Cost: $8,613.00
b) Total City Funds Requested: $4,306.50
c) Camden Court Project Cost: $4,306.50
Total In-Kind Donated and/or Cash: NONE

Please be aware that Camden Court's Board of Directors is very dedicated to this project. We have always been fiscally conservative, balancing our budget with minimal expense to our homeowners. We expect to complete this project without any threat of having to levy a special assessment. We have used our budget wisely and honorably, as you can see by touring our neighborhood -- we have extremely high standards for the appearance of the homes in our neighborhood. The Board conducts a number of "walk-arounds" from early spring to late fall to make sure there are minimal weeds, rotted boards or fading paint. This commitment to excellence is mirrored in our common areas.

Camden 13 Mile Whistler Entrance



Proposal and Contract

Begonia Brothers Services LLC

21141 Brickscape Drive
Northville, MI 48167

Phone: 888-889-8282
Fax: 866-980-9559
Email: info@begoniabrothers.com

Date	Estimate No.
12/03/21	299325415

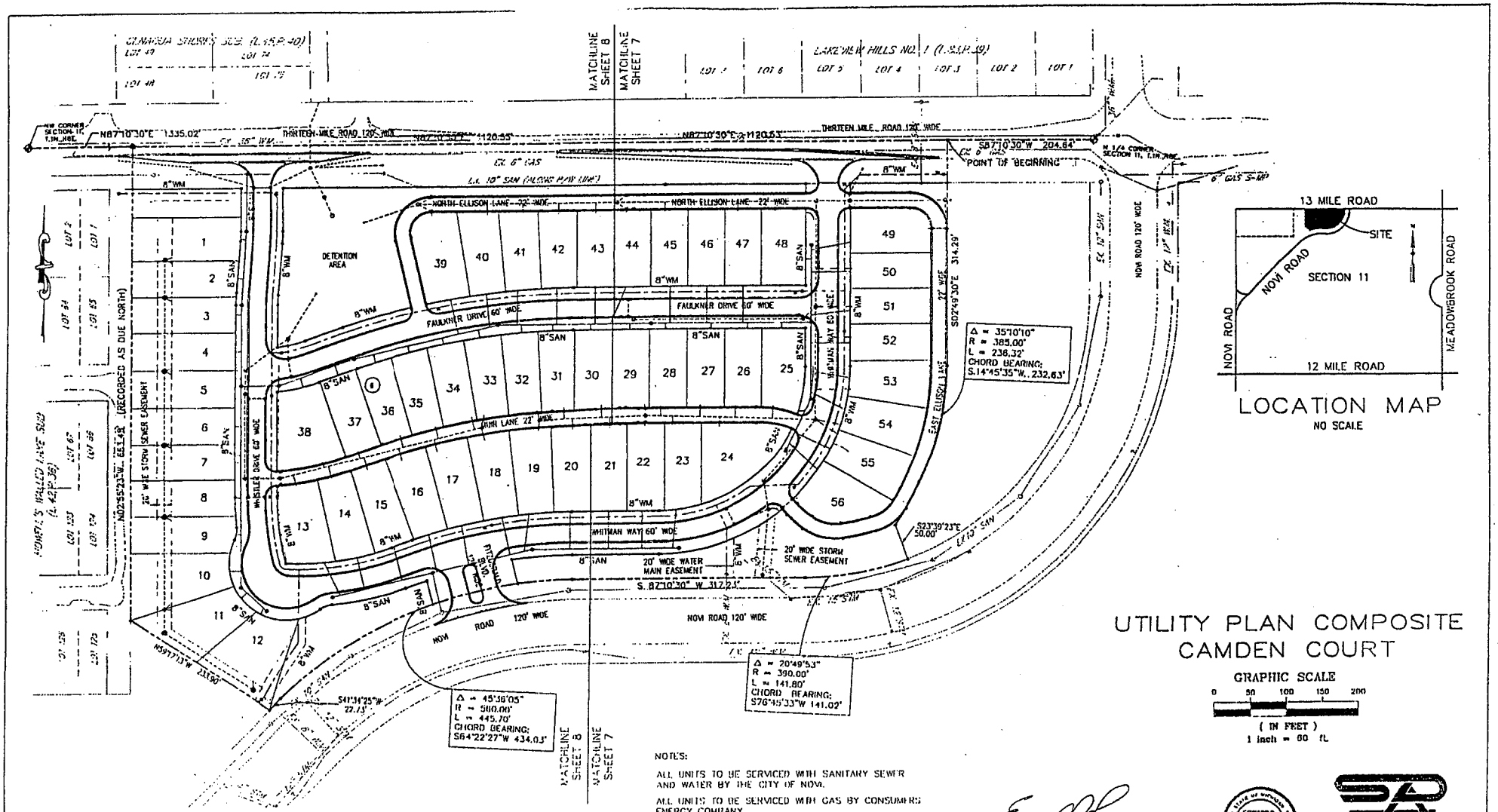
Name/Address
Camden Court c/o Meadow Management

Item	Description	Quanti	Cost	Total
	13 Mile/Whistler Entrance. Add 2 landscape beds one on each side. Beds will be INSIDE the public walkway. 2nd area proposed would be on West Side only adding 3 trees behind new landscape bed			
Gen Labor	Sod Removal to create new landscape beds, disposal	11	55.00	605.00
Soil	Planting Mix for new beds	4	85.00	340.00
Mulch	8 yards of brown dyed mulch	8	65.00	520.00
shrub	6- 28" Upright Yews- West Side	6	174.00	1,044.00
shrub	5-24" dense yews- East Side	5	154.00	770.00
shrub	10-24" Burning Bush	10	82.00	820.00
shrub	3- 5 gallon birds nest spruce	3	97.00	291.00
shrub	6-5 gallon gold mound spirea	6	110.00	660.00
perennial	10- 3 gallon Feather Reed Grass	10	63.00	630.00
Flower Flat	12 flats for two annual beds , one in each new landscape bed near corners	12	30.00	360.00
	Area # 2- 3 new trees on West Entrance Side behind newly created landscape bed		0.00	0.00
Tree	2.-3" - Red Sunset Maples	2	793.00	1,586.00
Tree	3"- Honeylocust	1	987.00	987.00
	Please call us with any questions!		**Total**	**$8,613.00**

Begonia Brothers warrants the above plants to be disease and pest free at the time of delivery. Begonia Brothers' liability is limited to replacement of diseased and pest infested plants or refund of purchase price at Begonia Brothers option. The warranty described in this paragraph shall be in lieu of any other warranty expressed or implied, including but not limited to any implied warranty of merchantibility or fitness for a particular purpose. It is the sole responsibility of the purchaser to maintain any plants after installation. Begonia Brothers is not responsible for watering, weeding, fertilizing or replacing any such material unless previously agreed upon in writing. Payment is due Net 30 with a 2% monthly finance charge on past due invoices.

Client Acceptance _____ Date _____

Contractor Approval _____ Date _____



13 MILE ROAD
SITE
NOVI ROAD
SECTION 11
NOVI ROAD
MEADOWBROOK ROAD
12 MILE ROAD

LOCATION MAP
NO SCALE

UTILITY PLAN COMPOSITE
CAMDEN COURT

GRAPHIC SCALE
0 50 100 150 200
(IN FEET)
1 inch = 80 ft.

LEGEND
- GENERAL COMMON ELEMENT
- CONDO. SUB. BOUNDARY
- CONC. MONUMENT
- CONC MONUMENT

NOTES:

ALL UNITS TO BE SERVICED WITH SANITARY SEWER AND WATER BY THE CITY OF NOVI.

ALL UNITS TO BE SERVICED WITH GAS BY CONSUMERS ENERGY COMPANY.

ALL UNITS TO BE SERVICED WITH ELECTRIC BY DTE.

ALL UNITS TO BE SERVICED WITH TELEPHONE BY AMERITECH.

GAS, ELECTRIC, AND TELEPHONE LINES ARE NOT SHOWN ON THIS DRAWING.

GAS, ELECTRIC, AND TELEPHONE LINES WILL BE SHOWN ON AS-BUILT PLANS.

EXISTING UTILITIES, AS SHOWN, INDICATE APPROX. LOCATIONS OF FACILITIES ONLY, AS DISCLOSED BY THE RECORDS OF THE VARIOUS COMPANIES AND NO GUARANTEE IS GIVEN AS TO THE COMPLETENESS OR ACCURACY THEREOF.

UTILITY MAINS TO SERVICE ALL UNITS MUST BE BUILT. INDIVIDUAL UNIT LEADS NEED NOT BE BUILT.

EDWARD P. O'ROURKE
PROFESSIONAL SURVEYOR
REGISTRATION NO. 16937
SPALDING DEDECKER ASSOCIATES, INC.
905 SOUTH BLVD. EAST
ROCHESTER HILLS, MICHIGAN 48307
PHONE: (248) 844-5400

EDWARD P. O'ROURKE PROFESSIONAL SURVEYOR NO. 16937 STATE OF MICHIGAN

SPALDING DeDECKER ASSOCIATES, INC.
Engineering & Surveying Excellence Since 1954

PROPOSED 12-09-1999

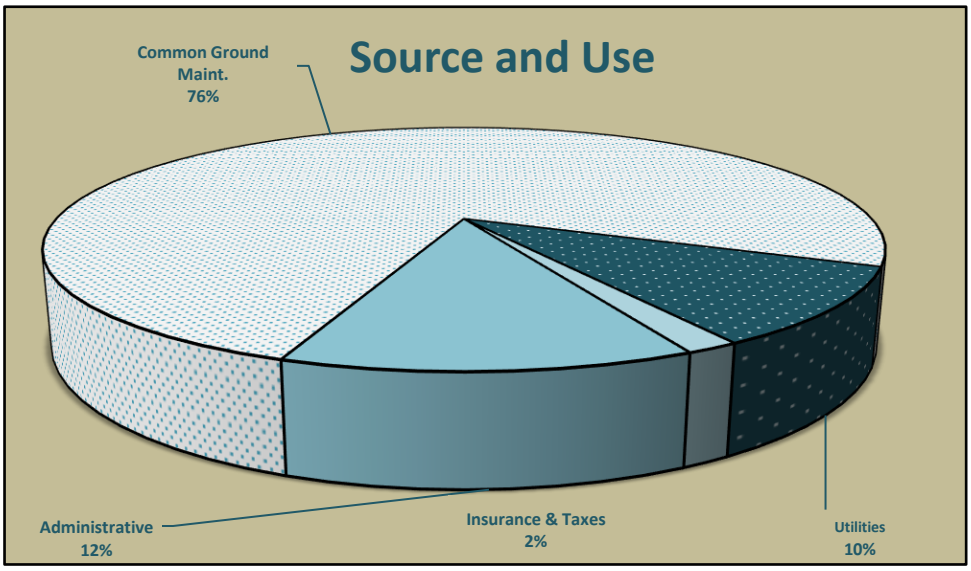
2023 Annual Budget Summary

56 Units
$160 per unit per month ($1920.00 Annual)

Income		Amount
Regular Assessment Income	$	107,520.00
TOTAL Income	$	107,520.00

Expense		Amount
Administrative	$	13,535.00
Landscape & Grounds	$	81,337.00
Insurance & Taxes	$	1,800.00
Utilities/ Operating	$	10,848.00
TOTAL Expense	$	107,520.00

Reserves		Amount
Contribution to Reserves (Mininimum 10% Assessment Income)	$	-
TOTAL Contribution to Reserves	$	-
NET OPERATING INCOME	**$**	**-**



2023 Annual Budget Detail

56 Unit Total
$160 per unit per month ($1920.00 Annual)

Income		Amount
Dues & Assessment Revenue		
Association Dues	$	107,520.00
Transfer from Reserves	$	-
TOTAL Assessment Revenue	$	107,520.00
TOTAL Income	$	107,520.00

Expenses		Amount
Administrative		
Accounting/Audit	$	900.00
Legal	$	500.00
Fees & Permits	$	20.00
Management	$	11,100.00
Copy & Printing	$	500.00
Social	$	250.00
Website	$	265.00
TOTAL Administrative	$	13,535.00
Landscape & Grounds		
Fertilization - Lawn	$	9,100.00
Fertilization - Trees	$	2,080.00
Vegetation Control	$	3,990.00
Irrigation Repairs/Service	$	3,000.00
Sidewalk Maintenance	$	1,000.00
Flowers	$	1,267.00
Tree Maintenance	$	4,000.00
Snow Removal - Walks	$	17,000.00
Lawn Contract	$	36,400.00
Pond Maintenance	$	500.00
Common Area Maintenance	$	3,000.00
TOTAL Common Grounds & Maintenance	$	81,337.00
Insurance		
Property & Liability Insurance includes D & O	$	1,800.00
TOTAL Insurance	$	1,800.00
Utilities/ Operating		
Water	$	10,098.00
Electricity	$	750.00
TOTAL Utilities/ Operating	$	10,848.00
TOTAL Expense	**$**	**107,520.00**

Excess Revenue / Expense	**$**	**-**

Camden Court Condominium

Balance Sheet
As of 12/31/22

ASSETS

CIT Bank Checking	$ 615.75	
CIT Bank MM Reserve	26,567.54	
TOTAL ASSETS		$ 27,183.29

LIABILITIES & EQUITY

CURRENT LIABILITIES:		
Accounts Payable	$ 1,042.49	
Prepaid Assessments	255.00	
Subtotal Current Liab.		$ 1,297.49
RESERVES:		
Reserve MM	$ 26,567.54	
Subtotal Reserves		$ 26,567.54
EQUITY:		
Retained Earnings	$ 3,498.04	
Current Year Net Income/(Loss)	(4,179.78)	
Subtotal Equity		$ (681.74)
TOTAL LIABILITIES & EQUITY		$ 27,183.29

Camden Court Condominium

Income/Expense Statement
Period: 12/01/22 to 12/31/22

Account	Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-To-Date Actual	Year-To-Date Budget	Year-To-Date Variance	Yearly Budget
Insurance+Taxes								
05610	Property Insurance	.00	141.63	141.63	1,764.00	1,700.00	(64.00)	1,700.00
	Insurance+Taxes	.00	141.63	141.63	1,764.00	1,700.00	(64.00)	1,700.00
Reserves								
05750	Transfer from Savings	.00	.00	.00	(42,671.00)	.00	42,671.00	.00
05910	Reserve Expense	.00	708.37	708.37	42,671.00	8,500.00	(34,171.00)	8,500.00
	Reserves	.00	708.37	708.37	.00	8,500.00	8,500.00	8,500.00
	TOTAL EXPENSES	18,329.04	9,545.35	(8,783.69)	111,517.38	114,542.00	3,024.62	114,542.00
	Current Year Net Income/(loss	(9,848.60)	(.22)	(9,848.38)	(4,179.78)	.00	(4,179.78)	.00

Camden Court Condominium

Income/Expense Statement
Period: 12/01/22 to 12/31/22

Account	Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-To-Date Actual	Year-To-Date Budget	Year-To-Date Variance	Yearly Budget
INCOME:								
04100	Association Fees	8,480.00	8,960.00	(480.00)	106,880.00	107,520.00	(640.00)	107,520.00
04200	Late & NSF Fees	.00	.00	.00	25.00	.00	25.00	.00
04300	Violation Fees	.00	.00	.00	250.00	.00	250.00	.00
04400	Miscellaneous Income	.00	.00	.00	175.00	.00	175.00	.00
04500	Interest	.44	.00	.44	7.60	.00	7.60	.00
04800	Reserve Funds	.00	585.13	(585.13)	.00	7,022.00	(7,022.00)	7,022.00
	Subtotal Income	8,480.44	9,545.13	(1,064.69)	107,337.60	114,542.00	(7,204.40)	114,542.00
				EXPENSES				
Administrative								
05100	CPA Financials+Taxes	.00	75.00	75.00	900.00	900.00	.00	900.00
05120	Legal:Collection/Opinion	.00	41.63	41.63	720.00	500.00	(220.00)	500.00
05130	Permits+Licenses	.00	1.63	1.63	20.00	20.00	.00	20.00
05140	Management Fee	1,133.33	1,133.37	.04	13,600.00	13,600.00	.00	13,600.00
05190	Social Event	.00	20.87	20.87	150.16	250.00	99.84	250.00
05200	Copy/Print/Misc	220.00	20.87	(199.13)	1,332.81	250.00	(1,082.81)	250.00
05210	Website	.00	22.12	22.12	265.00	265.00	.00	265.00
	Administrative	1,353.33	1,315.49	(37.84)	16,987.97	15,785.00	(1,202.97)	15,785.00
Utilities								
05310	Electricity	73.39	60.00	(13.39)	685.41	720.00	34.59	720.00
05320	Water & Sewer	.00	833.37	833.37	6,946.00	10,000.00	3,054.00	10,000.00
	Utilities	73.39	893.37	819.98	7,631.41	10,720.00	3,088.59	10,720.00
Landscape+Grounds								
05410	Lawn Fertilizing	.00	758.37	758.37	9,081.03	9,100.00	18.97	9,100.00
05420	Tree+Shrub Fertilize	.00	173.37	173.37	1,614.54	2,080.00	465.46	2,080.00
05430	Vegetation Control	.00	332.50	332.50	2,992.17	3,990.00	997.83	3,990.00
05440	Irrigation Maint+Repair	1,080.00	166.63	(913.37)	3,787.19	2,000.00	(1,787.19)	2,000.00
05450	Common Area Maintenance	2,572.32	250.00	(2,322.32)	4,325.07	3,000.00	(1,325.07)	3,000.00
05460	Lawn Contract	4,550.00	3,033.37	(1,516.63)	36,400.00	36,400.00	.00	36,400.00
05470	Sidewalks Maintenance	.00	125.00	125.00	.00	1,500.00	1,500.00	1,500.00
05480	Flowers	.00	105.62	105.62	1,267.00	1,267.00	.00	1,267.00
05520	Tree Maintenance	.00	83.37	83.37	4,217.00	1,000.00	(3,217.00)	1,000.00
05530	Snow Removal-Sidewalks	8,700.00	1,416.63	(7,283.37)	21,450.00	17,000.00	(4,450.00)	17,000.00
05540	Pond Maintenance	.00	41.63	41.63	.00	500.00	500.00	500.00
	Landscape+Grounds	16,902.32	6,486.49	(10,415.83)	85,134.00	77,837.00	(7,297.00)	77,837.00

Neighborhood Entryway Enhancement Matching Grant Application

Knightsbridge Gate Association

I. Applicant Information

a. Association Name: Knightsbridge Gate Association
b. Age of the subdivision or neighborhood where the work will be done: Association started construction in 2005.
c. First-time Applicant? Yes. If not, please list the date of last application submission: Not Applicable
d. Project Leader
    - Elliott Patton, Vendor Manager
    - LandArc, Inc., 340 E Big Beaver Rd., Ste 560, Troy, MI 48034
    - Mobile: 248-840-2552 Email: epatton@landarc.com
    - LandArc is the disclosed agent for Knightsbridge Gate Association

II. Project Information

a. Provide a clear, detailed description of the project's purpose, plan, and design, including the existing conditions, specific need, and public benefit.: Project is to remove and replace entryway sign for Knightsbridge Gate Association. The existing sign installed in 2005-2006 is on untreated cedar wood and is starting to deteriorate with age. The new sign will utilize the existing stone pillars and existing brackets to create less waste and use existing landscaping. The new sign would provide easier to read identification of the community from the right of way.
b. See attached maps, photos, renderings.
c. Location: Knightsbridge Blvd. and Napier Rd., Novi, Michigan. Section 18, Development number 161. See attached map.
d. Explain how the project meets the review criteria listed in the Grant Selection Criteria & Evaluation Process section.

Describe how the project has taken into consideration any elements that would positively and/or negatively affect the surrounding environment. If there is an impact on property owners or other non-City agencies (e.g., Road Commission for Oakland County), please explain and attach written permission or approval from the necessary entity.

After careful review of the grant application program documents, it's been determined there is no impact to municipal or county agencies. The landscaping will remain the same. With such minimal changes there are no anticipated impacts to the surrounding environment. The sign design selected is in accordance with Code of Ordinances, Section 28-5.

The only impact identified is during removal and installation of said sign, vehicle traffic will need to utilize second entrance to association, off Twelve Mile Road as Knightsbridge Way will be closed during time of removal and installation only. This is anticipated to be less than one day of work.

The new sign will provide greater visibility from the right of way

III. Funding Information

a. Estimated Total Project Costs: $9,400.00

b. Estimates and work proposed by:

- Signs & More, 1371 Souter Drive, Troy, MI 48083, 248-852-0683, signsandmore@gmail.com

c. Total amount of funds requested (50% project costs up to $5,000 maximum): $4,700.00

- Total estimated cost is $9,400.

d. If the project cost is projected to exceed the 1:1 match from the City (e.g., if the project cost projection is $12,000, the City's maximum contribution is $5,000, matched by $5,000 from the organization with an additional $2,000 from the organization), please provide the amount of the additional cost.: Not applicable

e. Total amount to be donated through in-kind donations and/or cash assistance: Not applicable.

f. Itemized unit and total cost estimates

ITEM	#UNITS	COST/UNIT	TOTAL
Sign	1	$7,700	$7,700
Install/Removal/Labor	1	$1,500	$1,500
Permits (City and County)	2	$100	$200
Total			$9,400

IV. Attachments

Included:

- 2023 association budget
- Balance sheet as of 12/31/22
- Sign designs with before and after pictures
- Sign Estimate
- Maps with project location identified

KNIGHTSBRIDGE GATE ASSOCIATION
2023 APPROVED BUDGET
FOR PERIOD COVERING JANUARY 1, 2023 - DECEMBER 31, 2023

		2023 Approved Budget	Avg Unit/Month
	Income		
4000	Association Fee (348 Units)	$ 292,603	$ 70.07
4225	Key Fees	$ 200	$ 0.05
4710	Late Fees & Interest	$ (1,500)	$ (0.36)
4810	Compliance Fines	$ 250	$ 0.06
4900	Interest Earned - Operating Accounts	$ 90	$ 0.02
	Total Operating Income	**$ 291,643**	**$ 69.84**
	Expense		
	Administrative		
5010	Bad Debt	$ 500	$ 0.12
5015	Bank Charge	$ 20	$ 0.00
5090	Office Supplies	$ 4,000	$ 0.96
5195	Other Administrative Services	$ 250	$ 0.06
5198	Contingency	$ 5,000	$ 1.20
5200	Community Events	$ 2,500	$ 0.60
	Sub-total	**$ 12,270**	**$ 2.94**
	Insurance		
5400	Insurance Premiums	$ 7,144	$ 1.71
	Sub-total	**$ 7,144**	**$ 1.71**
	Utilities		
6000	Electric Service	$ 8,000	$ 1.92
6005	Gas Service	$ 1,000	$ 0.24
6025	Water Service	$ 9,600	$ 2.30
6050	Telephone Service	$ 3,300	$ 0.79
	Sub-total	**$ 21,900**	**$ 5.24**
	Landscaping		
6110	General Grounds Maintenance	$ 11,000	$ 2.63
	Sub-total	**$ 11,000**	**$ 2.63**
	Operations		
6300	Permits & Licenses	$ 20	$ 0.005
	Sub-total	**$ 20**	**$ 0.00**
	Contracted Services		
6100	Grounds & Landscaping - Contract	$ 21,302	$ 5.10
6200	Irrigation Repair & Maintenance	$ 2,000	$ 0.48
6434	Pest Control	$ 300	$ 0.07
6438	Pool Management	$ 12,000	$ 2.87
6442	Snow Removal Services	$ 24,000	$ 5.75
	Sub-total	**$ 59,602**	**$ 14.27**
	Repair & Maintenance		
6515	Building Repair & Maintenance	$ 800	$ 0.19
6585	Fountain/Pond/Lake Repair & Maintenance	$ 6,000	$ 1.44
6700	Pool Supplies/Repair & Maintenance	$ 5,000	$ 1.20
6745	Signage Repair & Maintenance	$ 5,000	$ 1.20
6760	Street Repair & Maintenance (Sidewalk)	$ 2,500	$ 0.60
	Sub-total	**$ 19,300**	**$ 4.62**
	Professional Services		
7000	Audit & Tax Services	$ 2,250	$ 0.54
7020	Legal Services	$ 500	$ 0.12
7040	Management Fees	$ 32,907	$ 7.88
	Sub-total	**$ 35,657**	**$ 8.54**
	Total Operating Expense	**$ 166,893**	**$ 39.96**
	Other Expenses		
9105	Reserve Contribution Expense	$ 124,750	$ 29.87
	Sub-total	**$ 124,750**	**$ 29.87**
	Total Operating Expense	**$ 291,643**	**$ 69.84**
	Total Operating Income / (Loss)	**$ -**	**$ -**
	QUARTERLY ASSOCIATION FEES	**$ 210**	

Balance Sheet Report
Knightsbridge Gate Association
As of November 30, 2022

	Balance Nov 30, 2022	Balance Oct 31, 2022	Change
Assets			
Assets			
1000 - CIT OPER #4215	192,168.52	200,464.15	(8,295.63)
1500 - Residential Assessments Receivable	13,201.09	16,642.34	(3,441.25)
1600 - Prepaid Insurance	3,994.41	4,565.02	(570.61)
1640 - Other Prepaid Expenses	8,895.83	0.00	8,895.83
1651 - AR - Due to Operating from Reserve	0.00	184,420.50	(184,420.50)
Total Assets	**218,259.85**	**406,092.01**	**(187,832.16)**
Reserve Funds			
1300 - CIT RES #3336	14,528.91	107,136.60	(92,607.69)
1301 - CIT Entrance Lighting Res #3620	13,104.96	13,101.73	3.23
1302 - CIT Road Escrow Res #4399	15,577.05	15,576.41	0.64
1350 - First Citizens CD #2209 11/03/22	0.00	83,333.33	(83,333.33)
1351 - First Citizens CD #2217 05/04/23	83,333.34	83,333.34	0.00
1352 - First Citizens CD #2195 08/04/23	83,333.33	83,333.33	0.00
Total Reserve Funds	**209,877.59**	**385,814.74**	**(175,937.15)**
Total Assets	**428,137.44**	**791,906.75**	**(363,769.31)**
Liabilities			
Accounts Payable			
2000 - Accounts Payable	13,998.02	187,212.40	(173,214.38)
2036 - AP - Due from Reserve to Operating	0.00	184,420.50	(184,420.50)
Total Accounts Payable	**13,998.02**	**371,632.90**	**(357,634.88)**
Accrued Expenses			
2395 - Other Accrued Expenses	18,799.86	16,114.26	2,685.60
Total Accrued Expenses	**18,799.86**	**16,114.26**	**2,685.60**

Balance Sheet Report
Knightsbridge Gate Association
As of November 30, 2022

	Balance Nov 30, 2022	Balance Oct 31, 2022	Change
Liabilities			
Prepaid Assessments			
2550 - Prepaid Assessments	11,459.60	8,344.60	3,115.00
Total Prepaid Assessments	**11,459.60**	**8,344.60**	**3,115.00**
Total Liabilities	**44,257.48**	**396,091.76**	**(351,834.28)**
Owners' Equity			
Owners Equity - Prior Years			
3000 - Owners Equity - Prior Years	405,492.20	405,492.20	0.00
Total Owners Equity - Prior Years	**405,492.20**	**405,492.20**	**0.00**
Total Owners' Equity	**405,492.20**	**405,492.20**	**0.00**
Net Income / (Loss)	**(21,612.24)**	**(9,677.21)**	**(11,935.03)**
Total Liabilities and Equity	**428,137.44**	**791,906.75**	**(363,769.31)**

Signs & More
1371 Souter Drive
Troy, MI 48083
Ph: (248) 852-0683
FAX: (248) 852-0804
Email: signsandmore@gmail.com
Web: http://signsandmoremi.com

Estimate #: 30591

Created Date:	12/6/2022 1:00:40PM	**Prepared For:**	LandArc, Inc.
Salesperson:	_ Signs & More	**Contact:**	Elliott Patton
Email:	signsandmore@gmail.com	**Office Phone:**	(248) 292-0962
Office Phone:	(248) 852-0683		
Office Fax:	(248) 852-0804	**Email:**	EPatton@landarc.com
Entered by:	Jane Hodges	**Address:**	340 E. Big Beaver Rd. Suite 560 Troy, MI 48083

Description: Knightsbridge Gate - Subdivision Entry Sign - OPTION B

		Quantity	Price	Unit Price	Subtotal
1	**Product:** Miscellaneous	1	$7,700.00	$7,700.00	$7,700.00

Description: OPTION B
- 35” x 95“x 12” DOUBLE SIDED HDU BOX SIGN WITH CURVED TOP
- BLACK FACE WITH GOLD LETTERING
- TO FIT OVER EXISTING BRACKETS
- ATTATCHED TO STRUCTURE WITH WELDED ALUMINUM FRAME

- **Quantity:** 1
- **Side(s):** Single Sided
- **Product Code:** SMS-MISC.
- **Height:** 35 in **Width:** 95 in

		Quantity	Price	Unit Price	Subtotal
2	**Product:** Installation/Removal/Labor/Service	1	$1,500.00	$1,500.00	$1,500.00

Description: Installation/Removal/Labor/Service

Installation of above listed face, removal of old face, labor to sand and paint existing cross bars

- **Quantity:** 1
- **Side(s):** Single Sided
- **Product Code:** SMS-Install.
- **Height:** 0 in **Width:** 0 in
- **Background Color:** Not Assigned **Foreground Color:** Not Assigned **Font:** Not Assigned

		Quantity	Price		Subtotal
3	**Product:** SMS - Permits	1	$0.00	$0.00	$0.00

Description: Permits and acquisition fees additional as required by city.
Price will be updated on the invoice when cost from city are received.

- **Quantity:** 1
- **Side(s):** Single Sided
- **Product Code:** SMS - Permits
- **Height:** 0 in **Width:** 0 in
- **Background Color:** Not Assigned **Foreground Color:** Not Assigned **Font:** Not Assigned

Estimate Total:	$9,200.00
Subtotal:	$9,200.00
Taxes:	$462.00
Total:	$9,662.00
Deposit Required:	$4,831.00

Payment Terms: 50% deposit at time of order. Balance due upon completion of job.

Client Reply Request

☐ **Estimate Accepted "As Is". Please proceed with Order.** ☐ **Other:** _____

☐ **Changes required, please contact me.** **SIGN:** _____ **Date:** / /

Print Date: 12/6/2022 1:07:08PM

Committed To Quality and Service!

KNIGHTSBRIDGE GATE

51360 Knightsbridge Blvd, Novi, MI 48374

- 35” X 98.5” DOUBLE SIDED HDU BOX SIGN
- BLACK FACE WITH GOLD LETTERING
- TO FIT OVER EXISTING BRACKETS
- ATTATCHED TO STRUCTURE WITH WELDED ALUMINUM FRAME

Knightsbridge is a highly desirable community that has a dramatic entranceway, park setting areas, clubhouse and community pool. These homes are valued between $500 and $600K.

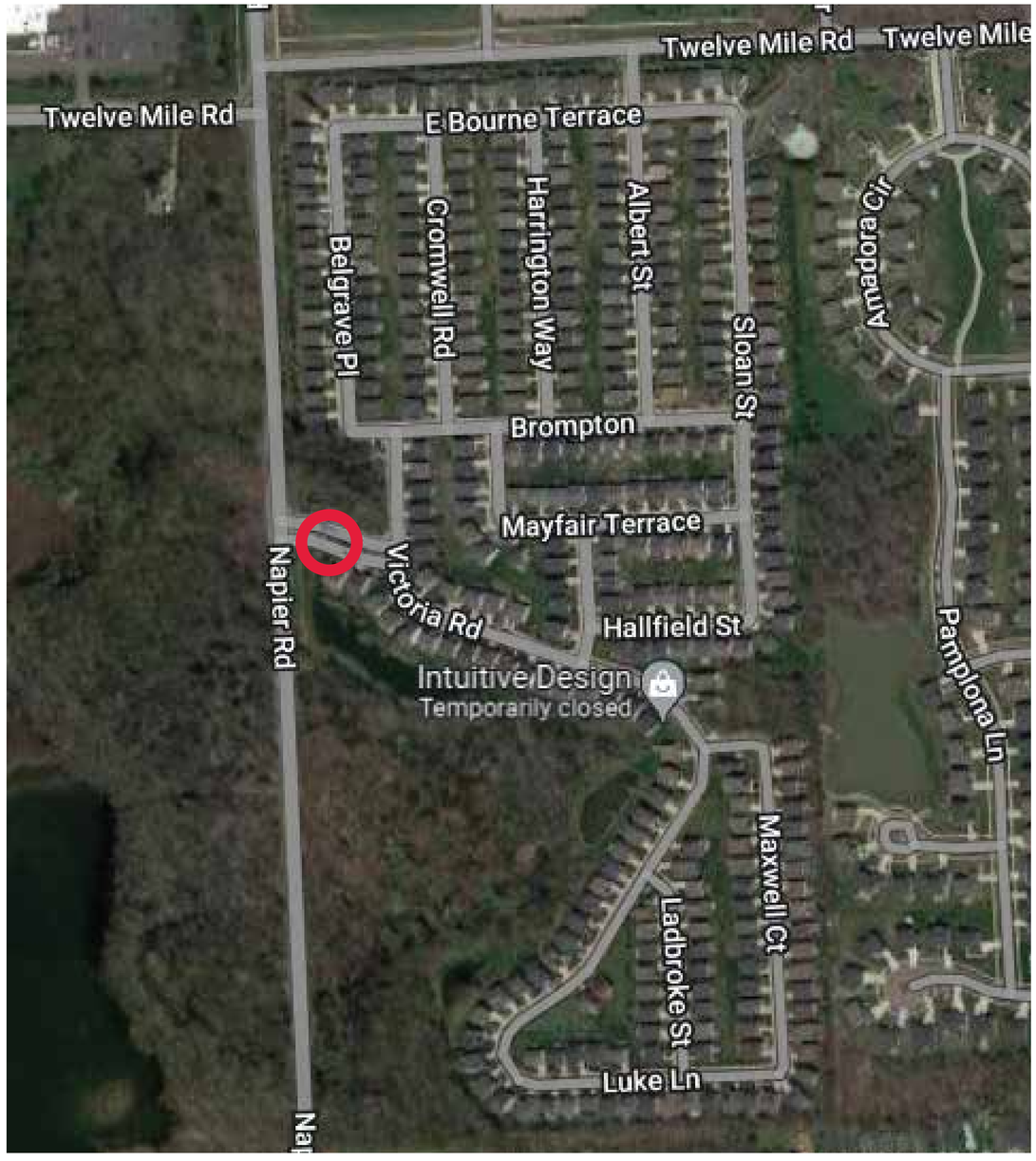
Before:



After:









2022 Development Map Index

City of Novi, Michigan

LEGEND

- CEMS
- Civic Center
- Court
- DPS
- Fire Station
- Hospital
- Ice
- Library
- Meadowbrook Activities Center
- Police Station
- Post Office
- Recycling
- School
- Suburban Collection Showplace
- Freeway
- Major Streets
- Minor Streets
- Railroad
- Lakes
- Parkland
- Tax Parcels
- Sections
- City of Novi
- Novi Township

Example: Lilley Pond 03-290 (Section Number 03, Development Number 290)

		04	03	02	01
		09	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36

Miles: 0 0.25 0.5 1

1 inch = 1,500 feet

City of Novi
Integrated Solutions Team
Geospatial Resources Division
45175 Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Map Author: Keri Blough
Print Date: January 10, 2022
Project: Development Map
Version: 1.0

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

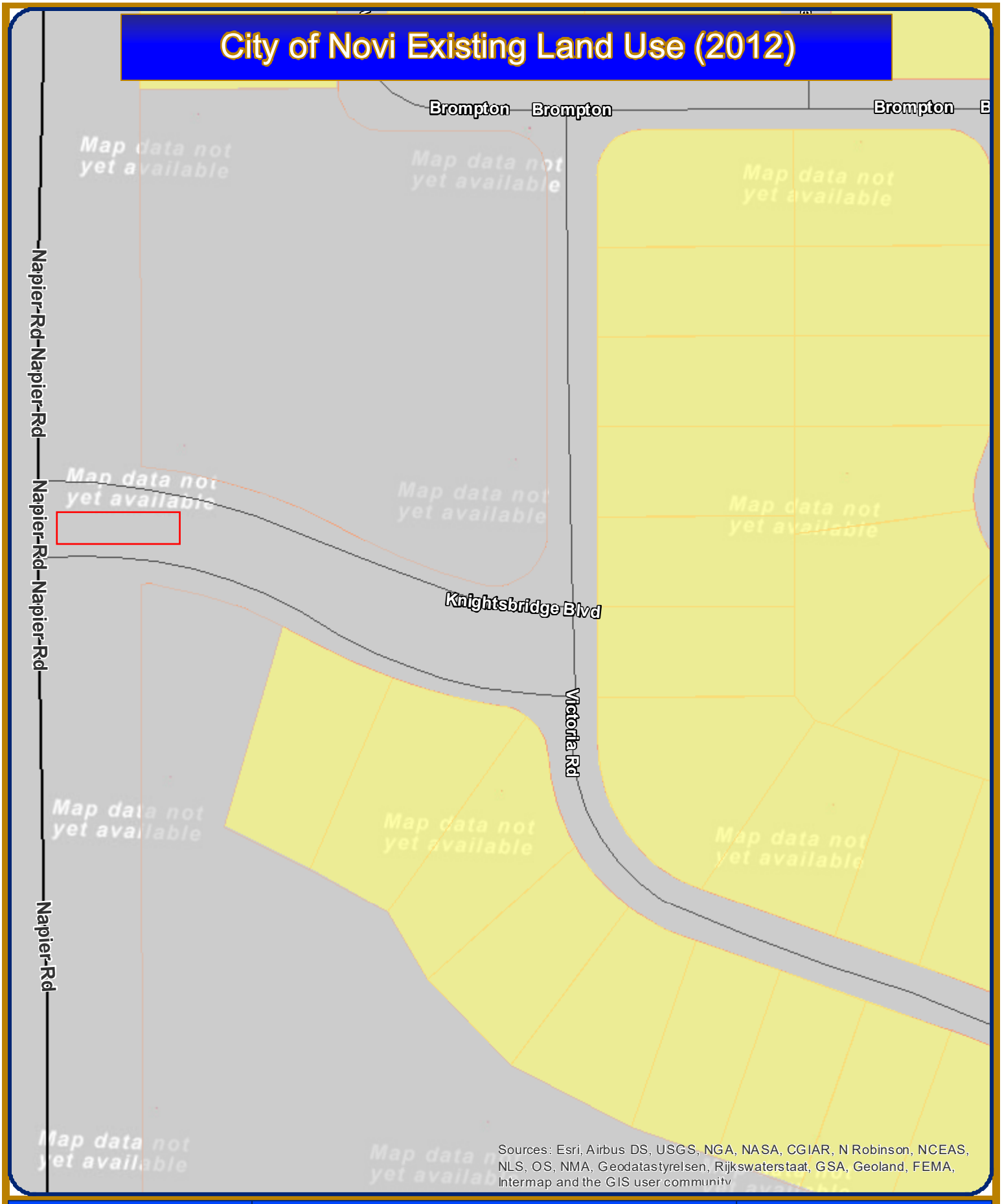
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333	Tributary of Novi Commercial Condominium
334	Huntley Manor Apartments
335	Shoppes at the Trail
336	Shops of Gateway Village of Novi, The
337	Ridgeview of Novi
338	Oberlin
339	Dunhill Park
340	Manchester
341	Lakeview
342	Maples of Novi Maple Hills, The
343	Chamberlin Crossings
344	Casa Loma
345	Valencia South
346	Ridgeview of Novi
347	Oberlin
348	Dunhill Park
349	Manchester
350	Lakeview
351	Montebello Estates
352	Dixon Meadows
353	Bolingbrooke
354	Beacon Hill Meadows
355	Trillium Village of Novi
356	Deer Run Residential Area
357	Novi Pavilion
358	Orchard Hills North
359	Tributary of Novi Commercial Condominium
360	Huntley Manor Apartments
361	Shoppes at the Trail
362	Chamberlin Crossings
363	Deer Run Residential Area
364	Novi Pavilion
365	Tributary of Novi Commercial Condominium
366	Berkshire Pointe
367	Preserve at Island Lake, The
368	Orchard Hills North
369	Deer Run Residential Area
370	Novi Pavilion
371	Tributary of Novi Commercial Condominium
372	Huntley Manor Apartments
373	Shoppes at the Trail
374	Chamberlin Crossings
375	Casa Loma
376	Valencia South
377	Ridgeview of Novi
378	Oberlin
379	Dunhill Park
380	Beacon Hill Meadows
381	Club Lane Residential Area
382	Broquet Drive Residential Area
383	Cottisford Road Residential Area
384	Old Grand River Residential Area
385	Buckingham Residential Area
386	Pavilion Shore Park
387	Emerson Park
388	Adell Center
389	WCP Condo
390	Villas at Stonebrook
391	Gateway Townhomes of Novi
392	Woodbridge Park
393	Heritage Woods
394	Terra
395	Fountain View Professional Center

City of Novi Existing Land Use (2012)



MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

mi
0 0.0035 0.007 0.014 0.021

1 inch = 94 feet

Map Print Date:
1/3/2023

City of Novi
45175 Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Application Questions

1

a. Oberlin Condominium
b. 6 years (incorporated 2016)
c. Yes
d. – Lachlan Hanrahan, Community Association Manager (KS Management)
   - 15755 Northline Road, Southgate, Michigan 48195
   - 734-285-4442
   - HANRAHANL@KSMANAGEMENT.ORG

2

a. To increase the aesthetic value of the entrances to the condominium via the planting of ornamental hedging, shrubs and installation of mulch, further increasing the green nature of the condominium. The current entrances have a small amount of basic landscaping, including some boulevard trees, hedging by the front signs and illumination for the signs. This will be improved upon significantly by the attached proposal. The need for beautification is important, in order for the community to take its place as a beautiful place to live, working seamlessly with the natural world. This would further benefit the public through the increased aesthetic value of the community viewable from the road, showing the community as an established place to live, not just another developer construction.
b. Attached.
c. Location is Oberlin Condominium entrances. The entrances are located on 11 mile road, Novi, at the streets of “Wembley Drive” and “Oberlin Boulevard”. Attached is the city map showing the community, as well as a google map showing the location, circling where the entrances are.
d. This project satisfies the criteria for the grant via a number of methods. Firstly, the plants are all hardy, sustainable species requiring less water and maintenance as a number of other high maintenance ornamentals, leading to a more sustainable, less environmentally costly situation. Secondly, this is also an addition to current landscaping, enhancing what is already present. The community has not previously applied for this grant, and the substantial, prominent entrances would be well matched with this grant program. There would be no impact to property owners or other agencies, apart from it looking good!
e. i. boxwood green velvet “Buxus sinica var. Insularis x B. sempervirens”
   ii. hydrangea quick fire “hydrangea paniculate”
   iii. Allium Millenium “Allium hybrid”

3

a. $9,948
b. – Craig Fisher, landscape Design/Project Management, Michigan landscape Professionals
   - 810-522-7262
c. $4,974
d. N/A

e. N/A
f.

Item	Units	Cost/Unit	Total
Boxwood install	14	152	2,128
Hydrangea install	24	138	2,640
Allium install	28	64	1,792
Hardwood mulch install	20 yards	120	2,400
Mobilization/Site Clean	Once per entrance (2 total)	494	988

Oberlin Condominium Association

Balance Sheet as of 1/27/2023

	Operating	Reserve	Total
Assets			
Asset			
Operating	$72,279.49		$72,279.49
Operating Reserve - MM CAB		$71,728.50	$71,728.50
Total Asset	**$72,279.49**	**$71,728.50**	**$144,007.99**
Total Assets	**$72,279.49**	**$71,728.50**	**$144,007.99**
Liabilities / Equity			
Equity			
Retained Earnings	$51,989.52	$71,386.50	$123,376.02
Total Equity	**$51,989.52**	**$71,386.50**	**$123,376.02**
Income			
Net Income	$20,289.97	$342.00	$20,631.97
Total Income	**$20,289.97**	**$342.00**	**$20,631.97**
Total Liabilities / Equity	**$72,279.49**	**$71,728.50**	**$144,007.99**

Oberlin Condominium Association

Balance Sheet as of 12/31/2022

	Operating	Reserve	Total
Assets			
Asset			
Operating	$51,989.52		$51,989.52
Operating Reserve - MM CAB		$71,386.50	$71,386.50
Total Asset	**$51,989.52**	**$71,386.50**	**$123,376.02**
Total Assets	**$51,989.52**	**$71,386.50**	**$123,376.02**
Liabilities / Equity			
Equity			
Retained Earnings	$26,886.74	$67,484.81	$94,371.55
Total Equity	**$26,886.74**	**$67,484.81**	**$94,371.55**
Income			
Net Income	$25,102.78	$3,901.69	$29,004.47
Total Income	**$25,102.78**	**$3,901.69**	**$29,004.47**
Total Liabilities / Equity	**$51,989.52**	**$71,386.50**	**$123,376.02**

Lachlan Hanrahan
Oberlin Condominium
Wembley Drive
Novi, MI
hanrahanl@ksmanagement.org
1/27/2023

We propose to supply all the necessary skilled labor, materials, supplies and machinery to professionally install the following landscape project. The specific scope of the work is as follows:

QUOTE: Oberlin North Entrance

Install Plant Material: 7 Boxwood "Green Velvet" 15/18"
12 Hydrangea "Quick Fire" #5
14 Allium "Millennium" 1 Gal.
Install 10 Yards Dark Triple Shred Hardwood Mulch
Clean Site Daily
TOTAL $4974,

Oberlin South Entrance

Install Plant Material: 7 Boxwood "Green Velvet" 15/18"
12 Hydrangea "Quick Fire" #5
14 Allium "Millennium" 1 Gal.
Install 10 Yards Dark Triple Shred Hardwood Mulch
Clean Site Daily
TOTAL $4,974

**Should you wish to pay by credit card, there will be a 3% administrative fee.*

This proposal is valid for 30 days from the date above.

Please note that due to unexpected shortages of lumber and other materials, there can be unexpected increases in material costs between the date the contract is signed and the date the project is fully installed. The Company will absorb the first 10% or $250, whichever is lower, of combined increases on all project materials and the client will be responsible for the balance. The difference will be reviewed with you prior to the start of the project and you will be asked to agree to that difference in writing before we proceed. Proposal Based on lumber market price at time of proposal conception.

Terms/Conditions

All hardscape installations include a two-year workmanship warranty (excluding poured concrete; both stamped and stained).

Planted nursery stock is guaranteed to be disease free and healthy at the time of installation. There is a one-year replacement warranty on completely dead nursery stock. This warranty is void without a fully programmed in-ground sprinkler system. An additional one-year warranty can be purchased for trees

and shrubs. This includes a minimum of four service visits through our tree and shrub service division. Please ask your salesperson for details.

For lawn installations, we warranty first-season grass seed germination for system-irrigated areas only. When heavy rains cause a washout on part/all of an installation area prior to the first germination, reseeding may be required. In this instance, the Company will provide the seed and topsoil at cost and labor will be charged at $65/hour (door-to-door).

Irrigation installations and upgrades carry a one-year parts and labor warranty.

Prior to the commencement of work, you agree to provide the Company with information pertaining to the property lot lines. The Company relies on the accuracy of this information and will not be liable for any damages or costs resulting from errors/omissions in the information you provide.

If there are concealed physical conditions where the subsurface conditions differ materially from those indicated during a visual inspection of the property (including, but not limited to, utilities, irrigation lines, boulders, tree stumps/major roots, and construction debris), then the contract price will be adjusted to account for any changes required to complete the scope of work above (labor, materials, and/or equipment). The Client is responsible for marking septic tanks and fields.

Your project may require specialized and/or heavy equipment to meet the specifications. The Company will not be held responsible for any damage that may occur on your property based on our proper use of this equipment. This includes, but is not limited to, septic fields/tanks, driveways, and any underground wires, including buried pet fences. We do, however, use plywood protection systems, where possible, over driveways, lawns, and sidewalks, to mitigate any potential damage. With your signature below, you are giving the Company permission to use this equipment on your property and understand that it is your responsibility to identify any underground wires that Miss Dig may not point out. The company will take responsibility for calling Miss Dig to mark the property.
Unless otherwise stated, the Client will be responsible for obtaining all required municipal and/or state-required permits tied to the scope of work above and for paying any permit-related fees. The Company can assist you in completing/submitting any permit applications.

At times, the Company may use subcontractors in the performance of some segments of your project. This is for your benefit and will only be done when necessary. All activities of any subcontractors will be under the supervision and direction of Company representatives.

The Company carries appropriate levels of automotive, liability, and worker's compensation insurance.

Payment terms are as follows: 50% of the planned total job cost (above) is due at the time this agreement is signed, with the final 50%, including any change orders, due on the day the project is completed. The down payment is required to reserve a spot on the project calendar. The remaining balance is due on the day the project is completed. If you request a change order, that change order will be documented and you will be asked to sign for that change prior to any additional work being done. An additional deposit may be required if the change order exceeds 10% of the original project total. We make every attempt to honor the scheduled date we communicate to you, but various factors/weather

conditions may require us to move that date. We will communicate any schedule changes to you ASAP and are sorry for any inconvenience.

Your signature below indicates your acceptance of the pricing and terms/conditions for this project. Please mail or email the signed proposal to my attention at your earliest convenience. Upon receipt of the deposit check, we will add you to our schedule.

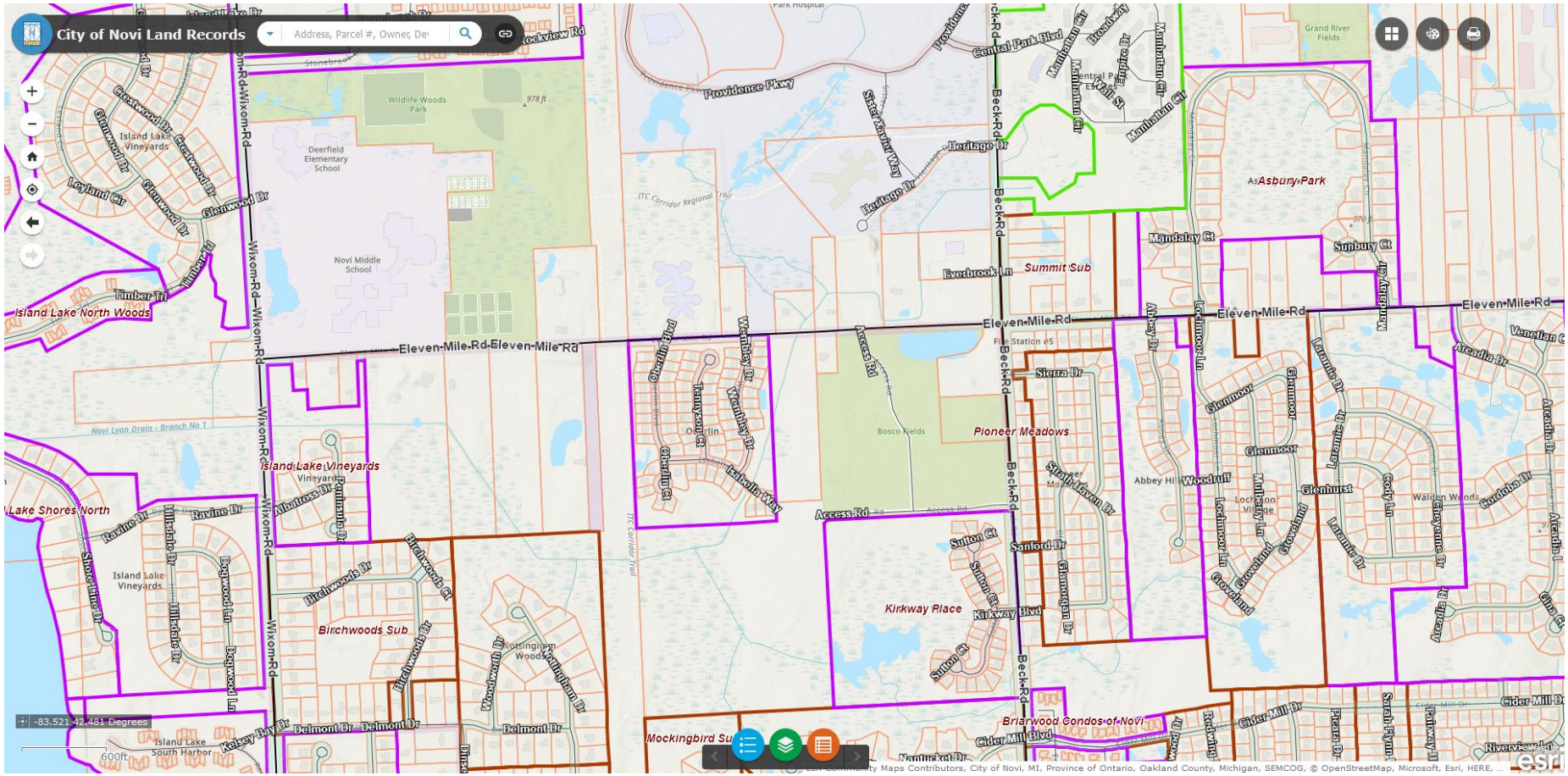
Agreed to and accepted by:

_____
Signature

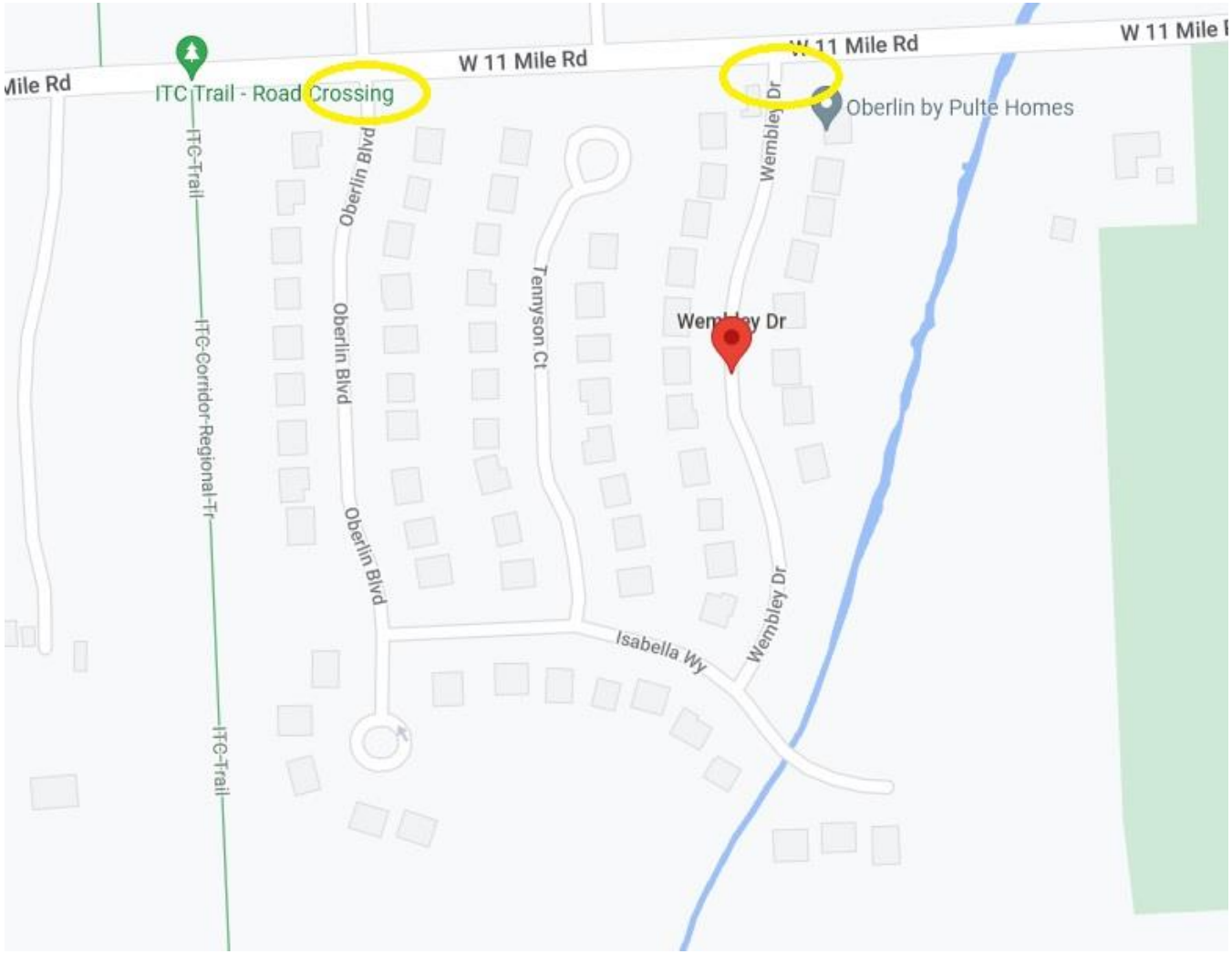
_____
Printed Name

_____
Date

Craig Fisher
Landscape/Design/Build
Cell: (810) 522-7262



Oberlin as shown on city map



Location as shown on google maps, circling the entrances in yellow.



Entrance 1



Entrance 2

Oberlin Condominium Association

2023 Approved Annual Budget

	2022	2023	% Variance
Income			
Income			
62000 - Association Fees	59,995.00	56,587.00	(5.68) %
62001 - Prior Year Surplus Carryover	6,469.00	-	(100.00) %
63006 - Reserve Fund	4,104.00	-	(100.00) %
63020 - Interest From Reserves	104.10	-	(100.00) %
Total Income	**70,672.10**	**56,587.00**	**(19.93) %**
Total Income	**70,672.10**	**56,587.00**	**(19.93) %**
Expense			
Contracted Services			
80026 - Management Contract	8,640.00	8,834.40	2.25 %
83005 - Street Light Contract	4,740.00	4,900.00	3.38 %
85000 - Pond Maint Conract	1,000.00	1,000.00	.00 %
86008 - Landscape - Contract	13,500.00	14,000.00	3.70 %
86012 - Snow Removal - Contract	11,450.00	4,950.00	(56.77) %
Total Contracted Services	**39,330.00**	**33,684.40**	**(14.35) %**
General & Administrative			
80000 - Postage & Copies	985.00	750.00	(23.86) %
80014 - Meetings & Community	450.00	450.00	.00 %
80016 - Legal Fees - Collections	225.00	225.00	.00 %
80017 - Legal Fees - General	250.00	250.00	.00 %
80018 - CPA Audit/Tax	750.00	750.00	.00 %
80021 - Technology Fee	-	250.00	25,000.00 %
81000 - Website	420.00	-	(100.00) %
93002 - Property & Liability Insurance	650.00	650.00	.00 %
93012 - License & Permits	120.00	20.00	(83.33) %
Total General & Administrative	**3,850.00**	**3,345.00**	**(13.12) %**
Repairs & Maintenance			
86000 - Common Area - Maintenance	1,000.00	4,433.60	343.36 %
86001 - Pest Control	270.00	270.00	.00 %
86005 - Plant & Tree Replacment	2,500.00	1,500.00	(40.00) %
86015 - Seed/Mulch	6,500.00	2,250.00	(65.38) %
86019 - Irrigation System Maintenance	1,250.00	750.00	(40.00) %
Total Repairs & Maintenance	**11,520.00**	**9,203.60**	**(20.11) %**
Utilities			
88006 - Electric	660.00	750.00	13.64 %
88008 - Water - Landscape	7,000.00	5,500.00	(21.43) %
Total Utilities	**7,660.00**	**6,250.00**	**(18.41) %**
Reserve			
91002 - Reserve Contribution	4,104.00	4,104.00	.00 %
Total Reserve	**4,104.00**	**4,104.00**	**.00 %**

Oberlin Condominium Association

2023 Approved Annual Budget

	2022	2023	% Variance
Total Expense	**66,464.00**	**56,587.00**	**(14.86) %**

Oberlin Condominium Association

Statement of Revenues and Expenses 1/1/2023 - 1/27/2023

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Operating Income							
Income							
62000 - Association Fees	21,494.00	56,587.00	(35,093.00)	21,494.00	56,587.00	(35,093.00)	56,587.00
63000 - Late Fees	125.00	-	125.00	125.00	-	125.00	-
63012 - Fines	25.00	-	25.00	25.00	-	25.00	-
Total Income	**21,644.00**	**56,587.00**	**(34,943.00)**	**21,644.00**	**56,587.00**	**(34,943.00)**	**56,587.00**
Total Income	**21,644.00**	**56,587.00**	**(34,943.00)**	**21,644.00**	**56,587.00**	**(34,943.00)**	**56,587.00**
Operating Expense							
Contracted Services							
80026 - Management Contract	720.00	720.00	-	720.00	720.00	-	8,834.40
83005 - Street Light Contract	-	408.33	408.33	-	408.33	408.33	4,900.00
85000 - Pond Maint Conract	-	-	-	-	-	-	1,000.00
86008 - Landscape - Contract	-	1,166.67	1,166.67	-	1,166.67	1,166.67	14,000.00
86012 - Snow Removal - Contract	-	990.00	990.00	-	990.00	990.00	4,950.00
Total Contracted Services	**720.00**	**3,285.00**	**2,565.00**	**720.00**	**3,285.00**	**2,565.00**	**33,684.40**
General & Administrative							
80000 - Postage & Copies	-	62.50	62.50	-	62.50	62.50	750.00
80014 - Meetings & Community	-	-	-	-	-	-	450.00
80016 - Legal Fees - Collections	-	50.00	50.00	-	50.00	50.00	225.00
80017 - Legal Fees - General	-	250.00	250.00	-	250.00	250.00	250.00
80018 - CPA Audit/Tax	-	-	-	-	-	-	750.00
80021 - Technology Fee	250.00	20.83	(229.17)	250.00	20.83	(229.17)	250.00
93002 - Property & Liability Insurance	-	650.00	650.00	-	650.00	650.00	650.00
93012 - License & Permits	-	1.67	1.67	-	1.67	1.67	20.00
Total General & Administrative	**250.00**	**1,035.00**	**785.00**	**250.00**	**1,035.00**	**785.00**	**3,345.00**
Repairs & Maintenance							
86000 - Common Area - Maintenance	-	369.47	369.47	-	369.47	369.47	4,433.60
86001 - Pest Control	-	22.50	22.50	-	22.50	22.50	270.00
86005 - Plant & Tree Replacment	-	125.00	125.00	-	125.00	125.00	1,500.00
86015 - Seed/Mulch	-	187.50	187.50	-	187.50	187.50	2,250.00
86019 - Irrigation System Maintenance	-	62.50	62.50	-	62.50	62.50	750.00
Total Repairs & Maintenance	**-**	**766.97**	**766.97**	**-**	**766.97**	**766.97**	**9,203.60**
Utilities							
88006 - Electric	42.03	62.50	20.47	42.03	62.50	20.47	750.00
88008 - Water - Landscape	-	458.33	458.33	-	458.33	458.33	5,500.00
Total Utilities	**42.03**	**520.83**	**478.80**	**42.03**	**520.83**	**478.80**	**6,250.00**
Reserve							
91002 - Reserve Contribution	342.00	342.00	-	342.00	342.00	-	4,104.00
Total Reserve	**342.00**	**342.00**	**-**	**342.00**	**342.00**	**-**	**4,104.00**

Oberlin Condominium Association

Statement of Revenues and Expenses 1/1/2023 - 1/27/2023

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Operating Expense							
Total Expense	1,354.03	5,949.80	4,595.77	1,354.03	5,949.80	4,595.77	56,587.00
Operating Net Total	20,289.97	50,637.20	(30,347.23)	20,289.97	50,637.20	(30,347.23)	-

Oberlin Condominium Association

Statement of Revenues and Expenses 1/1/2023 - 1/27/2023

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Reserve Income							
Income							
63006 - Reserve Fund	342.00	-	342.00	342.00	-	342.00	-
Total Income	**342.00**	**-**	**342.00**	**342.00**	**-**	**342.00**	**-**
Total Income	**342.00**	**-**	**342.00**	**342.00**	**-**	**342.00**	**-**
Reserve Net Total	**342.00**	**-**	**342.00**	**342.00**	**-**	**342.00**	**-**
Net Total	**20,631.97**	**50,637.20**	**(30,005.23)**	**20,631.97**	**50,637.20**	**(30,005.23)**	**-**

Oberlin Condominium Association

Statement of Revenues and Expenses 12/1/2022 - 12/31/2022

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Operating Income							
Income							
62000 - Association Fees	20,692.00	-	20,692.00	87,790.00	59,995.00	27,795.00	59,995.00
62001 - Prior Year Surplus Carryover	-	-	-	-	6,469.00	(6,469.00)	6,469.00
62002 - Legal Fee Reimbursement	-	-	-	100.00	-	100.00	-
63000 - Late Fees	-	-	-	149.65	-	149.65	-
63001 - Interest - Operating	1.79	-	1.79	16.55	-	16.55	-
63008 - Transfer To/From Reserves	-	-	-	(684.00)	-	(684.00)	-
63012 - Fines	-	-	-	50.00	-	50.00	-
Total Income	**20,693.79**	**-**	**20,693.79**	**87,422.20**	**66,464.00**	**20,958.20**	**66,464.00**
Total Income	**20,693.79**	**-**	**20,693.79**	**87,422.20**	**66,464.00**	**20,958.20**	**66,464.00**
Operating Expense							
Contracted Services							
80026 - Management Contract	720.00	720.00	-	8,080.00	8,640.00	560.00	8,640.00
83005 - Street Light Contract	-	-	-	4,762.32	4,740.00	(22.32)	4,740.00
85000 - Pond Maint Conract	-	-	-	1,000.00	1,000.00	-	1,000.00
86008 - Landscape - Contract	250.00	-	(250.00)	15,470.06	13,500.00	(1,970.06)	13,500.00
86012 - Snow Removal - Contract	1,980.00	2,290.00	310.00	13,430.00	11,450.00	(1,980.00)	11,450.00
Total Contracted Services	**2,950.00**	**3,010.00**	**60.00**	**42,742.38**	**39,330.00**	**(3,412.38)**	**39,330.00**
General & Administrative							
80000 - Postage & Copies	85.98	150.00	64.02	747.92	985.00	237.08	985.00
80004 - Misc. - Admin	-	-	-	125.00	-	(125.00)	-
80014 - Meetings & Community	-	-	-	382.37	450.00	67.63	450.00
80016 - Legal Fees - Collections	-	-	-	60.00	225.00	165.00	225.00
80017 - Legal Fees - General	-	-	-	171.00	250.00	79.00	250.00
80018 - CPA Audit/Tax	-	-	-	1,500.00	750.00	(750.00)	750.00
80021 - Technology Fee	-	-	-	250.00	-	(250.00)	-
81000 - Website	-	35.00	35.00	150.00	420.00	270.00	420.00
93002 - Property & Liability Insurance	677.00	-	(677.00)	1,255.00	650.00	(605.00)	650.00
93012 - License & Permits	-	-	-	25.00	120.00	95.00	120.00
Total General & Administrative	**762.98**	**185.00**	**(577.98)**	**4,666.29**	**3,850.00**	**(816.29)**	**3,850.00**
Repairs & Maintenance							
86000 - Common Area - Maintenance	-	-	-	410.00	1,000.00	590.00	1,000.00
86001 - Pest Control	-	-	-	-	270.00	270.00	270.00
86005 - Plant & Tree Replacment	-	-	-	4,000.00	2,500.00	(1,500.00)	2,500.00
86015 - Seed/Mulch	-	-	-	405.00	6,500.00	6,095.00	6,500.00
86019 - Irrigation System Maintenance	-	-	-	-	1,250.00	1,250.00	1,250.00
Total Repairs & Maintenance	**-**	**-**	**-**	**4,815.00**	**11,520.00**	**6,705.00**	**11,520.00**
Utilities							
88006 - Electric	100.01	55.00	(45.01)	763.27	660.00	(103.27)	660.00

Oberlin Condominium Association

Statement of Revenues and Expenses 12/1/2022 - 12/31/2022

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Operating Expense							
88008 - Water - Landscape	-	-	-	6,254.48	7,000.00	745.52	7,000.00
Total Utilities	**100.01**	**55.00**	**(45.01)**	**7,017.75**	**7,660.00**	**642.25**	**7,660.00**
Reserve							
91002 - Reserve Contribution	342.00	342.00	-	3,078.00	4,104.00	1,026.00	4,104.00
Total Reserve	**342.00**	**342.00**	**-**	**3,078.00**	**4,104.00**	**1,026.00**	**4,104.00**
Total Expense	**4,154.99**	**3,592.00**	**(562.99)**	**62,319.42**	**66,464.00**	**4,144.58**	**66,464.00**
Operating Net Total	**16,538.80**	**(3,592.00)**	**20,130.80**	**25,102.78**	**-**	**25,102.78**	**-**

Oberlin Condominium Association

Statement of Revenues and Expenses 12/1/2022 - 12/31/2022

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Reserve Income							
Income							
63006 - Reserve Fund	342.00	342.00	-	3,762.00	4,104.00	(342.00)	4,104.00
63020 - Interest From Reserves	18.16	8.73	9.43	139.69	104.10	35.59	104.10
Total Income	**360.16**	**350.73**	**9.43**	**3,901.69**	**4,208.10**	**(306.41)**	**4,208.10**
Total Income	**360.16**	**350.73**	**9.43**	**3,901.69**	**4,208.10**	**(306.41)**	**4,208.10**
Reserve Net Total	**360.16**	**350.73**	**9.43**	**3,901.69**	**4,208.10**	**(306.41)**	**4,208.10**
Net Total	**16,898.96**	**(3,241.27)**	**20,140.23**	**29,004.47**	**4,208.10**	**24,796.37**	**4,208.10**