



## BEAUTIFICATION COMMISSION AGENDA

CITY OF NOVI

**February 08, 2023 | 6:00 PM**

Mayor's Conference Room

Novi Civic Center | 45175 Ten Mile Road

(248) 347-0460

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

**ROLL CALL** - Jan Lach, Cindy Lang, Courtney Opalko, Shaun Page, Christen Pietraz, Celia Todd, Laura Williams

### APPROVAL OF AGENDA

[February](#) 8, 2023 Beautification Commission Agenda

### MINUTES

[Approve](#) Minutes of:  
September 12, 2022 - Regular Meeting

### OLD BUSINESS

[Edible](#) Garden Presentation/Webinar - Brie Arthur Press Kit

### NEW BUSINESS

[2023](#) Entryway Grant Program

Errant Membership and Meeting Quorums

### PUBLIC COMMENT

### ADJOURNMENT

**NOTICE:** *People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk (248) 347-0456 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.*



CITY OF NOVI  
Beautification Commission  
**Wednesday, February 8, 2023 6:00 pm**  
Mayor's Conference Room  
Novi Civic Center | 45175 Ten Mile Road

**Roll Call** – Jan Lach, Cindy Lang, Courtney Opalko, Shaun Page, Christen Pietraz, Celia Todd, Laura Williams, Torry Yu

**Excused**

**Approval of Agenda**

**Approval of Minutes**

**Chair** – Cindy Lang  
**Secretary** – Jan Lach

**City Liaison** – Kate Oppermann

**Old Business**

- Edible Garden Presentation/Webinar
- Plant Identification Signs

**New Business**

- 2023 Entryway Grant Program
- Errant Membership and Meeting Quorums

**Public Comment**

**Adjournment**

**Upcoming Meetings** – 2/22 (Special Zoom Webinar), 3/8, 4/12, 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8, 12/13

**Beautification Commission Minutes**  
**Monday, September 12, 2022**  
**6:00 pm**  
**Novi Civic Center**  
**45175 10 Mile Rd.**  
**Mayor's Conference Room**

**Call to Order:** 6:02 pm

**Roll Call:** Jan Lach, Cindy Lang, Torry Yu, , Celia Todd, Laura Williams,

**Excused:** Christen Pietraz, Courtney Opalko

**Approval of Minutes:** Moved: Williams, Seconded:Lach

**Approval of Agenda:** Moved: Lach, Seconded:Yu

**Old Business:**

Plant Identification Signs for Butterfly Way Station, the Commission preferred signs that had a picture of the plant.

**New Business:**

Entryway Grant Promotion – it was suggested that before and after pictures be used when encouraging HOAs to apply

The Commission was wondering how a partnership with Novi Woods and Meadowbrook Commons came to be.

Meeting Schedule for next year

Possible No Mow Zones – expand and notify the public of their Value

**Public Comment:** none

**Adjournment:** 6:50 pm: Moved: Yu, Seconded: Lach

**Upcoming Meetings:**June 13, 2022

# BRIE GROWS

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## BRIE ARTHUR

AUTHOR

HORTICULTURIST

SPEAKER

### PROMOTIONAL BIO

Known for her leadership with the national Foodscape movement and her lively, information packed presentations, Brie Arthur is a celebrated speaker and bestselling author. With two decades of professional horticulture experience she now shares her expertise as a correspondent on the Emmy award winning PBS Television show “Growing a Greener World”. You can follow Brie’s gardening journey through her website, [BrieGrows.com](http://BrieGrows.com) or her social media and YouTube channel, Brie the Plant Lady.

### ABBREVIATED BIO

Bestselling author and horticulturist, Brie Arthur has garnered acclaim for her enthusiastic presentations and practical, out of the box gardening advice. Originally from southeastern Michigan, Brie Arthur studied Landscape Design and Horticulture at Purdue University. With more than a decade of experience as a grower and propagator she now shares her expertise as an advocate for consumer horticulture and home gardening across America.

Brie is an ambassador for Soil3 organic compost and appears as a correspondent on the PBS Television show “Growing a Greener World”. She is President of the International Plant Propagators Society Southern Region and is on the board for the North Carolina Botanic Garden Foundation. Brie was honored as the first recipient of the American Horticultural Society's Emerging Horticultural Professional Award for her efforts in connecting a new generation to the art and science of growing.

You can follow Brie’s gardening journey through her website, [BrieGrows.com](http://BrieGrows.com) or her social media and YouTube channel, Brie the Plant Lady.



## FULL BIO

Brie Arthur is widely recognized as one of the charismatic young leaders who are helping shape the future of the green industry and home gardening. Brie is an acclaimed international speaker and author. Her bestselling first book, *The Foodscape Revolution* (2017, St. Lynn's Press), laid the groundwork for realizing the full potential that every landscape offers, by growing fruits and veggies alongside traditional plantings and doing it with pizzazz and purpose.

*Gardening with Grains* is her latest passion project, born from an “aha” realization that we have been missing a dynamic piece of the burgeoning foodscape movement: grains – those ancient and beautiful grasses that practically *gave* us civilization. Grains can be planted as ornamental-edible additions to residential and commercial landscapes. Not just as field crops anymore but offering a way for us to come closer to these vital food sources, grown on a small scale and without the chemical interventions that are part of conventional farming practices. Brie's core belief is that all things horticultural are the way to create a healthier future for the world.

Brie studied Landscape Design and Horticulture at Purdue University and has worked as a propagator and grower at leading nurseries. In 2017 she was awarded the first “Emerging Professional” distinction by the American Horticultural Society for her efforts in connecting a new generation to the art of growing. She was named in the class of 2016's “40 Under 40” by Greenhouse Product News and is the founder of Emergent: A Group for Growing Professionals. Brie a past-president of the International Plant Propagators Society, Southern Region. She appeared as a correspondent on the PBS television show “Growing a Greener World” and shares real-life gardening advice through her YouTube channel, Brie The Plant Lady.





## FEATURED VIRTUAL & LIVE PRESENTATIONS

\* All presentations are tailored for a specific audience and growing region and run approximately 45-60 min length. Please contact Brie to discuss specific requests.

### A NEW ERA OF FOODSCAPING

With so many new people interested in gardening now is time to address all the benefits that growing beauty and bounty offer! Join best-selling author and horticulturist Brie Arthur for a BRAND-NEW presentation combining expert gardening advice from both of her books. From container growing, to creative combinations to attract pollinators this program will offer a fresh take and practical gardening advice no matter your skill level. Get ready to be inspired to foodscape!

### DIRECT SEEDING DYNAMIC DISPLAYS

For twenty years horticulturist Brie Arthur has been honing her skills at direct seeding flowers and vegetables to create unique, low maintenance displays. In this brand-new program Brie will share advice on site and soil preparation, seed selection, timing, and long-term management strategies. Learn how to grow poppies, larkspur, bachelor buttons, and nigella right alongside shrubs, perennials, and delicious vegetables. This presentation will inspire attendees to start scattering seeds and growing beauty and bounty in all the open areas of their landscapes.

### FOODSCAPING IN CONTAINERS

Foodscapeing is all about making the most of the square footage that is available. Discover strategies to cultivate all the plants you love in containers. Brie shares expert insights on how to design and manage container foodscapes for year-round beauty and bounty. Learn all about the best soil, fertilizers, and watering practices along with creative planting combinations. Everyone will be inspired to get busy planting food and flowers in pots after listening to this fun and informative presentation.

## KEEP THE ANIMALS OUT!

Mammal browse is one of the biggest challenges that gardeners face. And we all have critters that we are sharing our gardens with, including deer, rabbits, groundhogs, even cats and dogs! The reality is, our gardens are delicious- they are fertilized, irrigated and full of tasty exotic plants, so of course the local wildlife will take delight in eating our hard work. In this fun webinar, author, and horticulturist Brie Arthur, will explain her approach to dealing with unwanted animals. She will cover it all, including a few things that you should NOT do! From the best repellents and inexpensive fencing solutions to using a few favorite veggies to help deter problem animals, attendees will learn easy-to-apply strategies. Brie aims to make you laugh and answer all your questions in this interactive virtual session.

## SIZZLING SUCCULENTS

Colorful and creative succulents are the one of the easiest ways to brighten a patio or garden with little effort. Brie shares growing and propagation advice about her favorite tender and hardy succulents. She discusses creative combinations for year-round interest and new introductions for cold hardy zones. Low maintenance, drought tolerant and eye catching, Sizzling Succulents will encourage everyone to indulge in this sustainable growing trend!

## THE TRAVELLING TREE HUGGER

Join Author Brie Arthur for a photographic tale of book tour adventures across the US. Having visited more than 500 venues, discover some of the best public gardens in America! From coast to coast and zone to zone this program is a visual delight that will encourage everyone to plan a trip and hug a tree!



# HOW TO GROW FOOD PRESENTATIONS

## THE FOODSCAPE REVOLUTION GENERAL CONCEPTS

Best-selling author Brie Arthur has fine-tuned her signature gardening technique of Foodscaping, a sustainable practice that embraces beauty and bounty. Combining expert advice from both of her books, Brie aims to inspire attendees to think creatively about planting veggies! Learn how to pair edibles with the best flowering perennials for your region. Easy planting strategies are explained, including creative ideas for deterring deer, rabbits, groundhogs, and voles. This is a fast paced, informative presentation that leaves attendees inspired and ready to foodscope!

## DESIGNING THE RIGHT SIZED FOODSCAPE

Foodscaping is all about making the most of the square footage that is available. Discover strategies to cultivate a smaller footprint while still growing the flowers and food you love. Brie shares insights on how to design and manage a downsized garden. Learn about growing in containers and with new technologies, including patio friendly Aeroponic systems and Live Screens. Accessible strategies are explained, including how to plant bed edges to deter browsing mammals. From having a party ready patio to a bountiful property border Brie will share expert growing tips for a successful harvest.

## FOODSCAPING FOR FRAGRANCE

Learn how to design a fragrant landscape that is also productive! Brie will share her favorite ornamental plants that provide scent through the seasons and suggest low maintenance edible pairings. From cut deliciously scented flower arrangements to homegrown harvests, get ready to be creative!

## FOODSCAPING FOR THE FUTURE

Combining expert advice from both of her books, Brie looks to how gardeners can help shape the future. The most important thing we can do as stewards of the earth is teach the next generation to value the resources of the natural world. Brie has taken the foodscope platform into schools across the US, working with administrators, teachers, parents, and grounds management staff to create bountiful and beautiful spaces through-out campus properties. Easy strategies are explained, including how to plant a bed edge to deter deer, rabbits and voles and interesting grain combinations are featured. This is a fast paced, informative presentation that leaves attendees inspired and ready to foodscope for the future!

## FOODSCAPING WITH GRAINS

Best-selling author and lifelong home gardener Brie Arthur has fine-tuned her signature gardening technique of Foodscaping. This sustainable practice of landscape design embraces beauty and bounty. Combining expert advice from both of her books, Brie aims to inspire attendees to think creatively about planting your favorite edibles alongside trees, shrubs, and flowers to maximize the space you grow in. Learn how to pair edibles for year-round harvests through-out your existing landscape. Easy planting strategies are explained, including creative ideas for deterring animals. This is a fast paced, informative presentation that is sure to leave attendees inspired and ready to foodscape!

## FOODSCAPING WITH NATIVES

Thoughtful design and management of landscapes is more important than ever as concerns of climate, water quality and invasive plants increase. Brie will discuss how to create a foodscape using native plants mixed with favorite seasonal food crops. The best organic products are featured and easy, earth friendly maintenance strategies are highlighted. Learn about native edible plants and the pollinators they attract that aid in ecological restoration. Get inspired to see the potential every landscape offers by transforming them into purposeful spaces that embrace solutions to modern day landscape practices.

## FOODSCAPING WITH PERENNIALS

Foodscape design requires a well-balanced mix of flowering and edibles plants. Brie shares her favorite perennials for the seasonal foodscape. Learn how to layer perennials in with your favorite vegetables to increase beauty and pollinator activity. She shares management strategies to make your edible perennial border low maintenance and full of life.

## GARDENING WITH GRAINS

Featuring design and growing inspiration from her new book, Brie Arthur dives deep into the wild world of Gardening with Grains. Learn how to cultivate grains alongside your favorite ornamental and edible plants. Brie will explain to how design a space that can provide nourishment for your family and your favorite birds year-round! Discover easy-to-apply management strategies for long term success, including how to naturally improve your soil and reduce the need for fertilizer and irrigation. From ancient times to modern living, grains are an essential part of our daily lives. This program is sure to get attendees thinking of all the fun and creative ways they can garden with grains... and maybe even grow some homemade bread and beer!



## GROWING IN WATER

Grow like a pro by utilizing the newest advancements to increase yields while lowering maintenance and inputs! Brie explains the ins and outs of growing in water including Aeroponic, Aquaponic and Hydroponic systems. The term Hydroponic comes from Latin word meaning “working water” and this method of growing deserves attention. Learn how to integrate these systems into your landscape, patio, and even front porch! Discover everything you need to know to be a cutting-edge grower no matter how much space or experience you have!

## GROWING HEIRLOOM TOMATOES

Heirloom tomatoes are the ultimate taste of summer! Brie shares expert tips for a successful, organic growing season. Variety selection and cultural information are shared in depth including how to deal with soil borne diseases and root knot nematodes. Best growing methods, fertilizers and staking strategies are discussed in addition to creative ways to maximize your harvest by growing in containers and in water. Learn to be an expert from all of Brie's experiences (aka mistakes!) and grow like a professional this year!

## SPRING/ FALL VEGGIE GARDEN PREP

Are you ready for the growing season? Life-long home gardener Brie Arthur shares expert advice for success in the veggie garden. She will cover everything you need to cultivate an abundant harvest. From seed selection and sowing to bed prep, fertilization and proper crop rotations, this informative program will inspire attendees to grow all the food they love to eat. Brie will also share tips for maximizing your homegrown harvest through easy to learn processing and preserving techniques. After this session you will be ready to grow like a pro!



## ORNAMENTAL GARDENING WEBINARS

### FRAGRANCE IN THE AIR

Join Brie for a photographic tale of the most tantalizing fragrances found in the garden. Organized by season, learn about the best woody ornamentals to create a scented landscape to be enjoyed year-round. From early winter flowering apricots and witch hazels to the classic scent of summer gardenias, these plants attract pollinators, beneficial insects, and gardeners alike.

### THE HERITAGE CAMELLIA COLLECTION

Join Brie as she presents a photographic tale of one of the most cherished southern heritage plants, the camellia. Discover the historic “lure of caffeine” and how global trading routes, politics and war spread camellias from Asia to Europe and the new America. Brie has gathered cuttings from many 100+ year old specimens from the ancient collection of Magnolia Plantation and Gardens in Charleston, SC. Learn the history, the stories, and the people behind iconic varieties.

### WOODY WINTER WONDERLAND

A photographic tale of Brie's favorite winter indulgences focusing on excellent woody specimens for winter interest. The presentation features trees and shrubs with winter interest branches, berries, foliage, and flowers, including 20 varieties of *Prunus mume* (flowering apricot) and 10 varieties of *Hamamelis* (witch hazel). The second half highlights Brie's favorite winter blooming camellias.

## GREEN INDUSTRY MARKETING WEBINARS

### CONNECTING TO CONSUMERS THROUGH SOCIAL MEDIA

Join author, industry consultant and social media aficionado Brie Arthur to learn about current approaches to increase your influence through social channels. Discover new platforms, strategies to generate meaningful content and tips for producing viral worthy videos. Social media is a powerful tool, and it is important stay up to date to capitalize on your market potential.

### MARKETING TO GENERATION ME

Learn from Brie as she discusses opportunities for garden centers, landscapers, and garden clubs to reinvent themselves to attract a new generation. She explains strategies to connect with and retain millennial-aged customers who have diverse motivations and values. Brie has a fresh take to enhance your relationship with a new generation through the lifestyle of gardening.



## VIRTUAL GARDEN EDUCATION

In these unprecedented times, it is my mission to be able to offer organizations the best possible digital formatting to keep your members engaged and excited about gardening. All programs can be customized for your audience. I look forward to scheduling a virtual event for your organization!

### **LIVE WEBINARS- \$500 TOTAL**

- Approximately 45-60-minute LIVE Zoom Session with PowerPoint Presentation
- 15-20 minutes of question and answer
- PRICING: \$500 TOTAL





## LIVE GARDEN PRESENTATIONS

Thank you for your interest in booking Brie Arthur for a live speaking engagement. Please see the full listing of available programs in the attached Press Kit.

Please note, I charge an “event honorarium” to help reduce the costs for event organizers. My goal is to always be present and available for attendees during any time of the event. This event rate covers up to 2 full presentations PER DAY, book signings, question and answer sessions, panel discussions, etc. Please contact me for more details.

### LIVE PRESENTATIONS- \$2500 plus travel

- Please make checks payable to **Brienne Gluvna**
- A completed W-9 form is available upon request
- Presentations are available as a PowerPoint on a USB drive
- Corresponding electronic hand-out available (to be printed by host organization)
- All equipment including a laptop and projector to be supplied by host
- Upon agreement of event, a full contract will be supplied to be completed by host



## 2022 APPEARANCE CONTRACT

**Standard WEBINAR Honorarium:** \$500

**Standard LIVE Honorarium:** \$2500

**Presentation Topic(s):**

**Host Organization:**

**Event Address:**

**Presentation Date/Time:**

**Will speaker supply books?**

**If NOT, order books from** [paulk@stlynnspress.com](mailto:paulk@stlynnspress.com)

**Presenter's Name:** (as you would like to appear in print) Brie Arthur

**Presenter's Social Media Contacts:**

Website: BrieGrows.com  
Email: Brie@BrieGrows.com  
FB: Brie Grows  
Instagram: BrieThePlantLady  
YouTube: BrieThePlantLady

**Presenter's Direct Contact- DO NOT SHARE**

Mailing Address: 7624 Troy Stone Drive  
Fuquay-Varina, NC 27526  
Cell Phone: 919-753-7264

| 2022 Entryway Grant Program Applicants |                  |               |                                                                            |                                                                                                                                                                                                                        |                    |                              |                           |                                                   |
|----------------------------------------|------------------|---------------|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------|---------------------------|---------------------------------------------------|
| Subdivision                            | Contact          | Contact Phone | Contact Email                                                              | Proposal                                                                                                                                                                                                               | Total Project Cost | Requested Grant Contribution | Previously Awarded Grant? | Engineering Permit Needed?                        |
| Camden Court                           | Frank Ellias     | 248-761-2221  | <a href="mailto:fjellias@sbcglobal.net">fjellias@sbcglobal.net</a>         | 13 Mile/Whistler Dr Entry - install flower beds (annuals) and low shrubbery                                                                                                                                            | \$8,613.00         | \$4,306.50                   | Yes, in 2017 (\$5,000.00) | No* (See RR Comments)                             |
| Knightsbridge Gate                     | Elliott Patton   | 248-840-2552  | <a href="mailto:epatton@landarc.com">epatton@landarc.com</a>               | Replace entryway sign for Knightsbridge Gate Association. The existing 2005/2006 sign is untreated cedar wood and starting to deteriorate. The new sign will utilize the existing stone pillars and existing brackets. | \$9,400.00         | \$4,700.00                   | No, 1st time applicant    | No                                                |
| Oberlin                                | Lachlan Hanrahan | 734-285-4442  | <a href="mailto:HANRAHANL@KSMANAGEMENT.ORG">HANRAHANL@KSMANAGEMENT.ORG</a> | Planting of ornamental hedging, shrubs and installation of mulch at the two Oberlin Entryways                                                                                                                          | \$9,948.00         | \$4,974.00                   | No, 1st time applicant    | Insufficient Plan provided, yes for center island |
| Ashbury Park                           | Khurram Abbas    | 313-618-7835  | <a href="mailto:khurramabbas@gmail.com">khurramabbas@gmail.com</a>         | Installation of flowering shrubs and trees at the two entryways                                                                                                                                                        | \$11,105.00        | \$5,000.00                   | No, 1st time applicant    | Yes, for center islands                           |

**Total Requested: \$18,980.50**

## 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](mailto: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               |
|-----------------------------------|--------------------|--------------------|---------------------|
| <b>Assets</b>                     |                    |                    |                     |
| <b>Asset</b>                      |                    |                    |                     |
| Operating                         | \$72,279.49        |                    | \$72,279.49         |
| Operating Reserve - MM CAB        |                    | \$71,728.50        | \$71,728.50         |
| <b>Total Asset</b>                | <b>\$72,279.49</b> | <b>\$71,728.50</b> | <b>\$144,007.99</b> |
| <b>Total Assets</b>               | <b>\$72,279.49</b> | <b>\$71,728.50</b> | <b>\$144,007.99</b> |
| <b>Liabilities / Equity</b>       |                    |                    |                     |
| <b>Equity</b>                     |                    |                    |                     |
| Retained Earnings                 | \$51,989.52        | \$71,386.50        | \$123,376.02        |
| <b>Total Equity</b>               | <b>\$51,989.52</b> | <b>\$71,386.50</b> | <b>\$123,376.02</b> |
| <b>Income</b>                     |                    |                    |                     |
| Net Income                        | \$20,289.97        | \$342.00           | \$20,631.97         |
| <b>Total Income</b>               | <b>\$20,289.97</b> | <b>\$342.00</b>    | <b>\$20,631.97</b>  |
| <b>Total Liabilities / Equity</b> | <b>\$72,279.49</b> | <b>\$71,728.50</b> | <b>\$144,007.99</b> |

# Oberlin Condominium Association

Balance Sheet as of 12/31/2022

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





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, reseeded 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:

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Signature

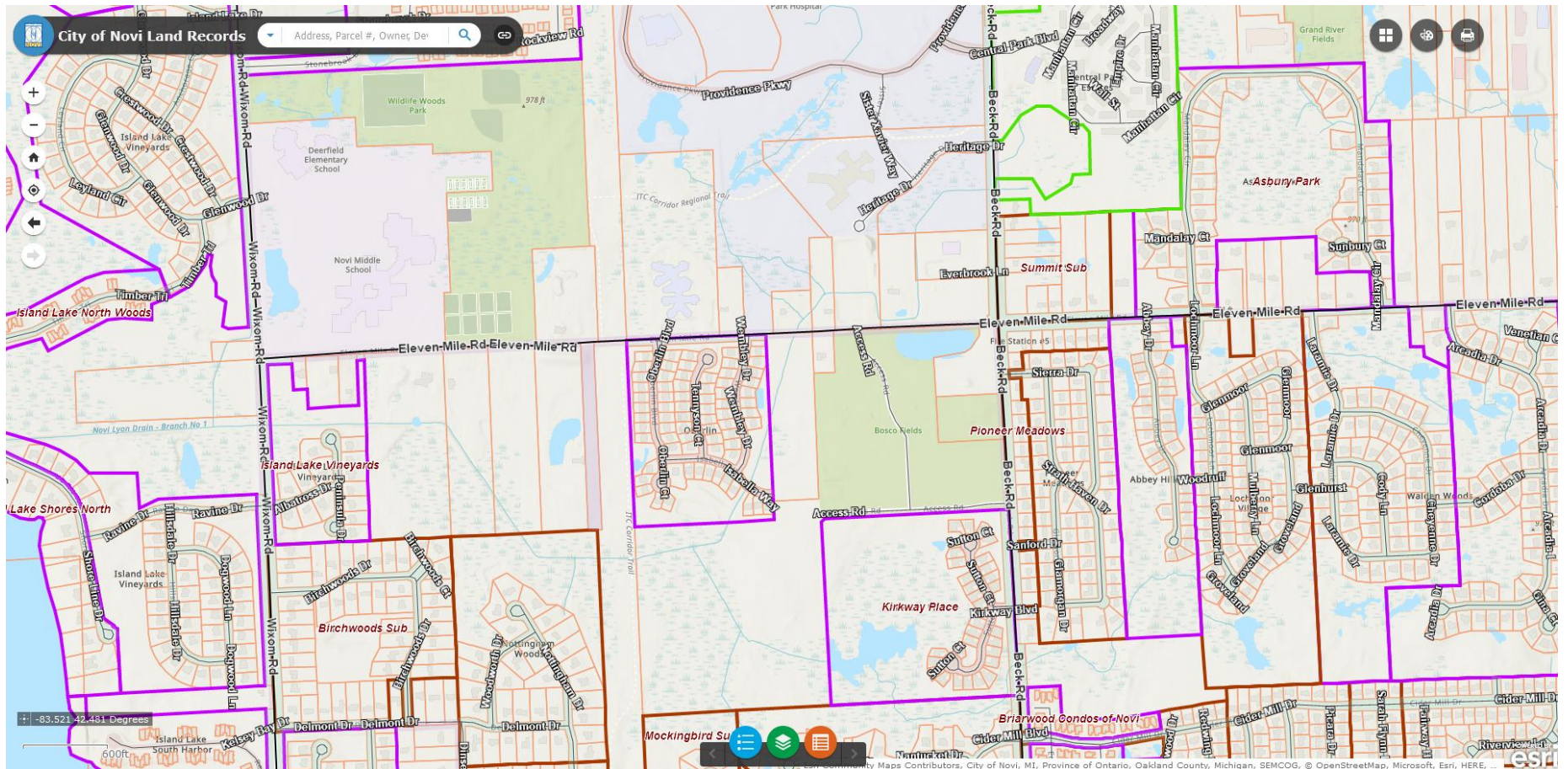
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Printed Name

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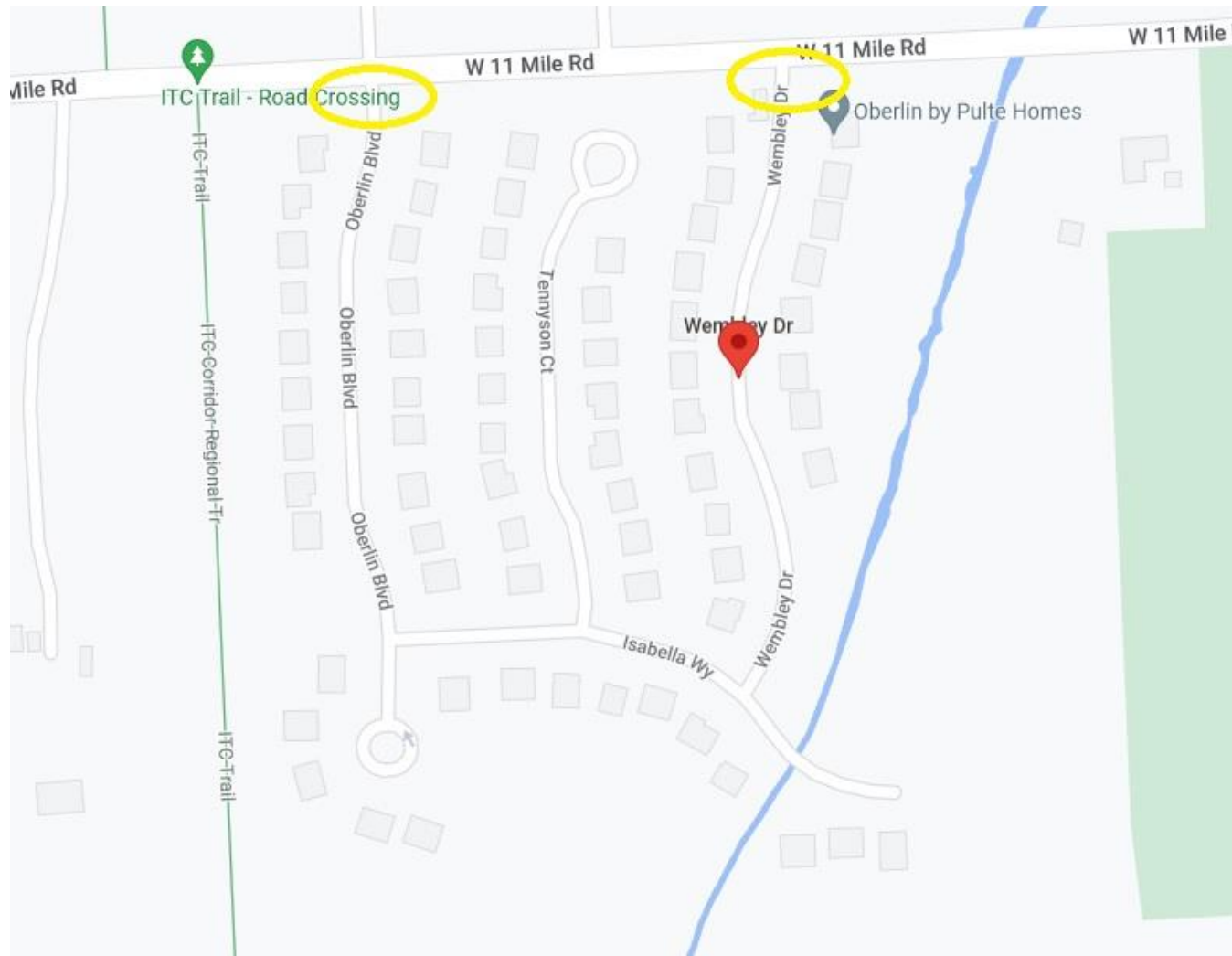
Date

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       |
|-------------------------------------------|------------------|------------------|------------------|
| <b>Income</b>                             |                  |                  |                  |
| <b>Income</b>                             |                  |                  |                  |
| 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) %       |
| <b>Total Income</b>                       | <b>70,672.10</b> | <b>56,587.00</b> | <b>(19.93) %</b> |
| <b>Total Income</b>                       | <b>70,672.10</b> | <b>56,587.00</b> | <b>(19.93) %</b> |
| <b>Expense</b>                            |                  |                  |                  |
| <b>Contracted Services</b>                |                  |                  |                  |
| 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 Contract               | 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) %        |
| <b>Total Contracted Services</b>          | <b>39,330.00</b> | <b>33,684.40</b> | <b>(14.35) %</b> |
| <b>General &amp; Administrative</b>       |                  |                  |                  |
| 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) %        |
| <b>Total General &amp; Administrative</b> | <b>3,850.00</b>  | <b>3,345.00</b>  | <b>(13.12) %</b> |
| <b>Repairs &amp; Maintenance</b>          |                  |                  |                  |
| 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) %        |
| <b>Total Repairs &amp; Maintenance</b>    | <b>11,520.00</b> | <b>9,203.60</b>  | <b>(20.11) %</b> |
| <b>Utilities</b>                          |                  |                  |                  |
| 88006 - Electric                          | 660.00           | 750.00           | 13.64 %          |
| 88008 - Water - Landscape                 | 7,000.00         | 5,500.00         | (21.43) %        |
| <b>Total Utilities</b>                    | <b>7,660.00</b>  | <b>6,250.00</b>  | <b>(18.41) %</b> |
| <b>Reserve</b>                            |                  |                  |                  |
| 91002 - Reserve Contribution              | 4,104.00         | 4,104.00         | .00 %            |
| <b>Total Reserve</b>                      | <b>4,104.00</b>  | <b>4,104.00</b>  | <b>.00 %</b>     |

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# Oberlin Condominium Association

## 2023 Approved Annual Budget

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|                      | <u>2022</u>      | <u>2023</u>      | <u>% Variance</u> |
|----------------------|------------------|------------------|-------------------|
| <b>Total Expense</b> | <b>66,464.00</b> | <b>56,587.00</b> | <b>(14.86) %</b>  |



# Oberlin Condominium Association

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

|                          | Current Period |           |             | Year To Date |           |             | Annual Budget |
|--------------------------|----------------|-----------|-------------|--------------|-----------|-------------|---------------|
|                          | Actual         | Budget    | Variance    | Actual       | Budget    | Variance    |               |
| 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

|                                  |               |                 |                 |               |                 |                 |                  |
|----------------------------------|---------------|-----------------|-----------------|---------------|-----------------|-----------------|------------------|
| <b>Contracted Services</b>       |               |                 |                 |               |                 |                 |                  |
| 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 Contract      | -             | -               | -               | -             | -               | -               | 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         |
| <b>Total Contracted Services</b> | <b>720.00</b> | <b>3,285.00</b> | <b>2,565.00</b> | <b>720.00</b> | <b>3,285.00</b> | <b>2,565.00</b> | <b>33,684.40</b> |

|                                           |               |                 |               |               |                 |               |                 |
|-------------------------------------------|---------------|-----------------|---------------|---------------|-----------------|---------------|-----------------|
| <b>General &amp; Administrative</b>       |               |                 |               |               |                 |               |                 |
| 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           |
| <b>Total General &amp; Administrative</b> | <b>250.00</b> | <b>1,035.00</b> | <b>785.00</b> | <b>250.00</b> | <b>1,035.00</b> | <b>785.00</b> | <b>3,345.00</b> |

|                                        |          |               |               |          |               |               |                 |
|----------------------------------------|----------|---------------|---------------|----------|---------------|---------------|-----------------|
| <b>Repairs &amp; Maintenance</b>       |          |               |               |          |               |               |                 |
| 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          |
| <b>Total Repairs &amp; Maintenance</b> | <b>-</b> | <b>766.97</b> | <b>766.97</b> | <b>-</b> | <b>766.97</b> | <b>766.97</b> | <b>9,203.60</b> |

|                           |              |               |               |              |               |               |                 |
|---------------------------|--------------|---------------|---------------|--------------|---------------|---------------|-----------------|
| <b>Utilities</b>          |              |               |               |              |               |               |                 |
| 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        |
| <b>Total Utilities</b>    | <b>42.03</b> | <b>520.83</b> | <b>478.80</b> | <b>42.03</b> | <b>520.83</b> | <b>478.80</b> | <b>6,250.00</b> |

|                              |               |               |          |               |               |          |                 |
|------------------------------|---------------|---------------|----------|---------------|---------------|----------|-----------------|
| <b>Reserve</b>               |               |               |          |               |               |          |                 |
| 91002 - Reserve Contribution | 342.00        | 342.00        | -        | 342.00        | 342.00        | -        | 4,104.00        |
| <b>Total Reserve</b>         | <b>342.00</b> | <b>342.00</b> | <b>-</b> | <b>342.00</b> | <b>342.00</b> | <b>-</b> | <b>4,104.00</b> |

# Oberlin Condominium Association

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

|                     | Current Period |           |             | Year To Date |           |             | Annual Budget |
|---------------------|----------------|-----------|-------------|--------------|-----------|-------------|---------------|
|                     | Actual         | Budget    | Variance    | Actual       | Budget    | Variance    |               |
| 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 Budget |
|----------------------|----------------|-----------|-------------|--------------|-----------|-------------|---------------|
|                      | Actual         | Budget    | Variance    | Actual       | Budget    | Variance    |               |
| 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 Budget |
|--------------------------------------|----------------|--------|-----------|--------------|-----------|------------|---------------|
|                                      | Actual         | Budget | Variance  | Actual       | Budget    | Variance   |               |
| 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

|                                  |                 |                 |              |                  |                  |                   |                  |
|----------------------------------|-----------------|-----------------|--------------|------------------|------------------|-------------------|------------------|
| <b>Contracted Services</b>       |                 |                 |              |                  |                  |                   |                  |
| 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 Contract      | -               | -               | -            | 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        |
| <b>Total Contracted Services</b> | <b>2,950.00</b> | <b>3,010.00</b> | <b>60.00</b> | <b>42,742.38</b> | <b>39,330.00</b> | <b>(3,412.38)</b> | <b>39,330.00</b> |

|                                           |               |               |                 |                 |                 |                 |                 |
|-------------------------------------------|---------------|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| <b>General &amp; Administrative</b>       |               |               |                 |                 |                 |                 |                 |
| 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          |
| <b>Total General &amp; Administrative</b> | <b>762.98</b> | <b>185.00</b> | <b>(577.98)</b> | <b>4,666.29</b> | <b>3,850.00</b> | <b>(816.29)</b> | <b>3,850.00</b> |

|                                        |          |          |          |                 |                  |                 |                  |
|----------------------------------------|----------|----------|----------|-----------------|------------------|-----------------|------------------|
| <b>Repairs &amp; Maintenance</b>       |          |          |          |                 |                  |                 |                  |
| 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         |
| <b>Total Repairs &amp; Maintenance</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>4,815.00</b> | <b>11,520.00</b> | <b>6,705.00</b> | <b>11,520.00</b> |

|                  |        |       |         |        |        |          |        |
|------------------|--------|-------|---------|--------|--------|----------|--------|
| <b>Utilities</b> |        |       |         |        |        |          |        |
| 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 Budget |
|------------------------------|----------------|------------|-----------|--------------|-----------|-----------|---------------|
|                              | Actual         | Budget     | Variance  | Actual       | Budget    | Variance  |               |
| 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 Budget |
|--------------------------------|----------------|------------|-----------|--------------|----------|-----------|---------------|
|                                | Actual         | Budget     | Variance  | Actual       | Budget   | Variance  |               |
| 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      |

# 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

5

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  |
|------|-----------------------------------------|----------------------|-----------------|
|      | <b>Income</b>                           |                      |                 |
| 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         |
|      | <b>Total Operating Income</b>           | <b>\$ 291,643</b>    | <b>\$ 69.84</b> |
|      | <b>Expense</b>                          |                      |                 |
|      | <u>Administrative</u>                   |                      |                 |
| 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         |
|      | <b>Sub-total</b>                        | <b>\$ 12,270</b>     | <b>\$ 2.94</b>  |
|      | <u>Insurance</u>                        |                      |                 |
| 5400 | Insurance Premiums                      | \$ 7,144             | \$ 1.71         |
|      | <b>Sub-total</b>                        | <b>\$ 7,144</b>      | <b>\$ 1.71</b>  |
|      | <u>Utilities</u>                        |                      |                 |
| 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         |
|      | <b>Sub-total</b>                        | <b>\$ 21,900</b>     | <b>\$ 5.24</b>  |
|      | <u>Landscaping</u>                      |                      |                 |
| 6110 | General Grounds Maintenance             | \$ 11,000            | \$ 2.63         |
|      | <b>Sub-total</b>                        | <b>\$ 11,000</b>     | <b>\$ 2.63</b>  |
|      | <u>Operations</u>                       |                      |                 |
| 6300 | Permits & Licenses                      | \$ 20                | \$ 0.005        |
|      | <b>Sub-total</b>                        | <b>\$ 20</b>         | <b>\$ 0.00</b>  |
|      | <u>Contracted Services</u>              |                      |                 |
| 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         |
|      | <b>Sub-total</b>                        | <b>\$ 59,602</b>     | <b>\$ 14.27</b> |
|      | <u>Repair &amp; Maintenance</u>         |                      |                 |
| 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         |
|      | <b>Sub-total</b>                        | <b>\$ 19,300</b>     | <b>\$ 4.62</b>  |
|      | <u>Professional Services</u>            |                      |                 |
| 7000 | Audit & Tax Services                    | \$ 2,250             | \$ 0.54         |
| 7020 | Legal Services                          | \$ 500               | \$ 0.12         |
| 7040 | Management Fees                         | \$ 32,907            | \$ 7.88         |
|      | <b>Sub-total</b>                        | <b>\$ 35,657</b>     | <b>\$ 8.54</b>  |
|      | <b>Total Operating Expense</b>          | <b>\$ 166,893</b>    | <b>\$ 39.96</b> |
|      | <u>Other Expenses</u>                   |                      |                 |
| 9105 | Reserve Contribution Expense            | \$ 124,750           | \$ 29.87        |
|      | <b>Sub-total</b>                        | <b>\$ 124,750</b>    | <b>\$ 29.87</b> |
|      | <b>Total Operating Expense</b>          | <b>\$ 291,643</b>    | <b>\$ 69.84</b> |
|      | <b>Total Operating Income / (Loss)</b>  | <b>\$ -</b>          | <b>\$ -</b>     |
|      | <b>QUARTERLY ASSOCIATION FEES</b>       | <b>\$ 210</b>        |                 |

# Balance Sheet Report

## Knightsbridge Gate Association

As of November 30, 2022

|                                           | <u>Balance<br/>Nov 30, 2022</u> | <u>Balance<br/>Oct 31, 2022</u> | <u>Change</u>       |
|-------------------------------------------|---------------------------------|---------------------------------|---------------------|
| <b><u>Assets</u></b>                      |                                 |                                 |                     |
| <b>Assets</b>                             |                                 |                                 |                     |
| 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)        |
| <b>Total Assets</b>                       | <b>218,259.85</b>               | <b>406,092.01</b>               | <b>(187,832.16)</b> |
| <b>Reserve Funds</b>                      |                                 |                                 |                     |
| 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                |
| <b>Total Reserve Funds</b>                | <b>209,877.59</b>               | <b>385,814.74</b>               | <b>(175,937.15)</b> |
| <b>Total Assets</b>                       | <b>428,137.44</b>               | <b>791,906.75</b>               | <b>(363,769.31)</b> |
| <b><u>Liabilities</u></b>                 |                                 |                                 |                     |
| <b>Accounts Payable</b>                   |                                 |                                 |                     |
| 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)        |
| <b>Total Accounts Payable</b>             | <b>13,998.02</b>                | <b>371,632.90</b>               | <b>(357,634.88)</b> |
| <b>Accrued Expenses</b>                   |                                 |                                 |                     |
| 2395 - Other Accrued Expenses             | 18,799.86                       | 16,114.26                       | 2,685.60            |
| <b>Total Accrued Expenses</b>             | <b>18,799.86</b>                | <b>16,114.26</b>                | <b>2,685.60</b>     |

# Balance Sheet Report

## Knightsbridge Gate Association

As of November 30, 2022

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



## 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

Page 1 of 1

**Created Date:** 12/6/2022 1:00:40PM  
**Salesperson:** \_ Signs & More  
**Email:** signsandmore@gmail.com  
**Office Phone:** (248) 852-0683  
**Office Fax:** (248) 852-0804  
**Entered by:** Jane Hodges

**Prepared For:** LandArc, Inc.  
**Contact:** Elliott Patton  
**Office Phone:** (248) 292-0962  
**Email:** EPatton@landarc.com  
**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 | <b>Product:</b> Miscellaneous<br><b>Description:</b> OPTION B<br>- 35" x 95" x 12" DOUBLE SIDED HDU BOX SIGN WITH CURVED TOP<br>- BLACK FACE WITH GOLD LETTERING<br>- TO FIT OVER EXISTING BRACKETS<br>- ATTACHED TO STRUCTURE WITH WELDED ALUMINUM FRAME<br><ul style="list-style-type: none"><li>• <b>Quantity:</b> 1</li><li>• <b>Side(s):</b> Single Sided</li><li>• <b>Product Code:</b> SMS-MISC.</li><li>• <b>Height:</b> 35 in Width: 95 in</li></ul> | 1        | \$7,700.00 | \$7,700.00 | \$7,700.00 |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Quantity | Price      | Unit Price | Subtotal   |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------|------------|------------|
| 2 | <b>Product:</b> Installation/Removal/Labor/Service<br><b>Description:</b> Installation/Removal/Labor/Service<br><br>Installation of above listed face, removal of old face, labor to sand and paint existing cross bars<br><ul style="list-style-type: none"><li>• <b>Quantity:</b> 1</li><li>• <b>Side(s):</b> Single Sided</li><li>• <b>Product Code:</b> SMS-Install.</li><li>• <b>Height:</b> 0 in Width: 0 in</li><li>• <b>Background Color:</b> Not Assigned <b>Foreground Color:</b> Not Assigned <b>Font:</b> Not Assigned</li></ul> | 1        | \$1,500.00 | \$1,500.00 | \$1,500.00 |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Quantity | Price  | Unit Price | Subtotal |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------|------------|----------|
| 3 | <b>Product:</b> SMS - Permits<br><b>Description:</b> Permits and acquisition fees additional as required by city.<br>Price will be updated on the invoice when cost from city are received.<br><ul style="list-style-type: none"><li>• <b>Quantity:</b> 1</li><li>• <b>Side(s):</b> Single Sided</li><li>• <b>Product Code:</b> SMS - Permits</li><li>• <b>Height:</b> 0 in Width: 0 in</li><li>• <b>Background Color:</b> Not Assigned <b>Foreground Color:</b> Not Assigned <b>Font:</b> Not Assigned</li></ul> | 1        | \$0.00 | \$0.00     | \$0.00   |

**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

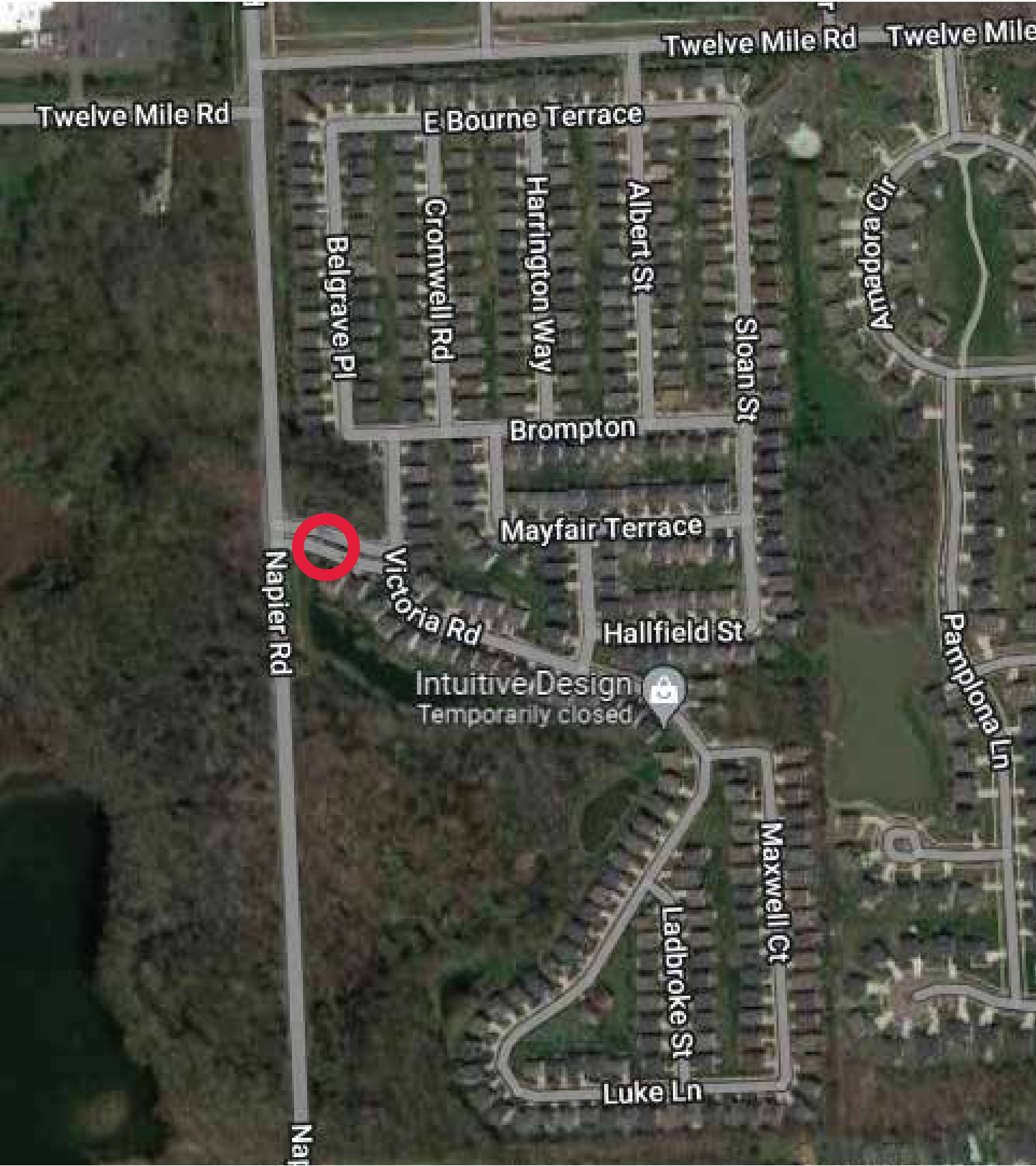
- 35" X 98.5" DOUBLE SIDED HDU BOX SIGN
- BLACK FACE WITH GOLD LETTERING
- TO FIT OVER EXISTING BRACKETS
- ATTACHED TO STRUCTURE WITH WELDED ALUMINUM FRAME

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:









# City of Novi Existing Land Use (2012)

Brompton Brompton

Brompton E

Map data not yet available

Map data not yet available

Map data not yet available

Napier-Rd Napier-Rd Napier-Rd Napier-Rd Napier-Rd

Map data not yet available

Map data not yet available

Map data not yet available

Knightsbridge Blvd

Victoria Rd

Map data not yet available

Map data not yet available

Map data not yet available

Napier-Rd

Map data not yet available

Map data not yet available

Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

## 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.

0 0.00350.007 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



## 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



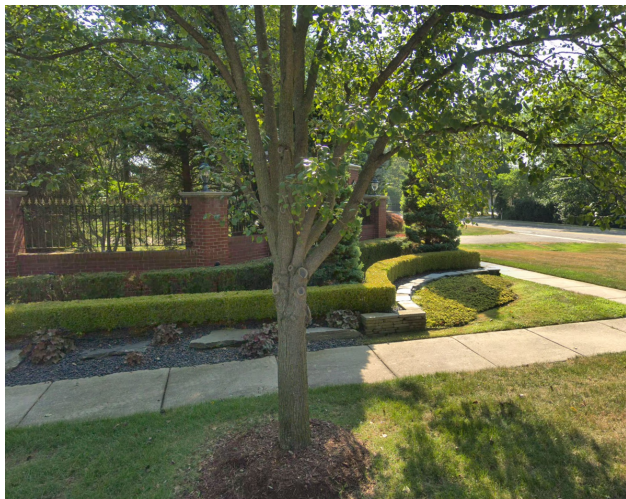
*Night view of the West Entrance, decorative crab trees (the left one) would go right here in front of the column on the left between the Boxwoods.*





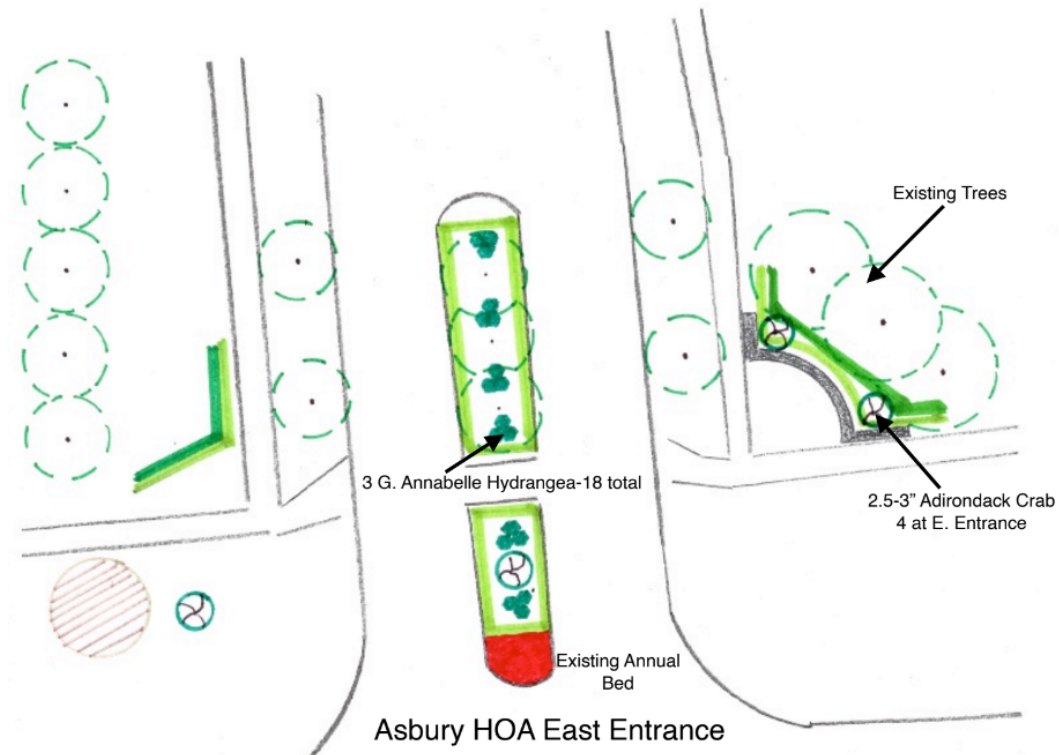
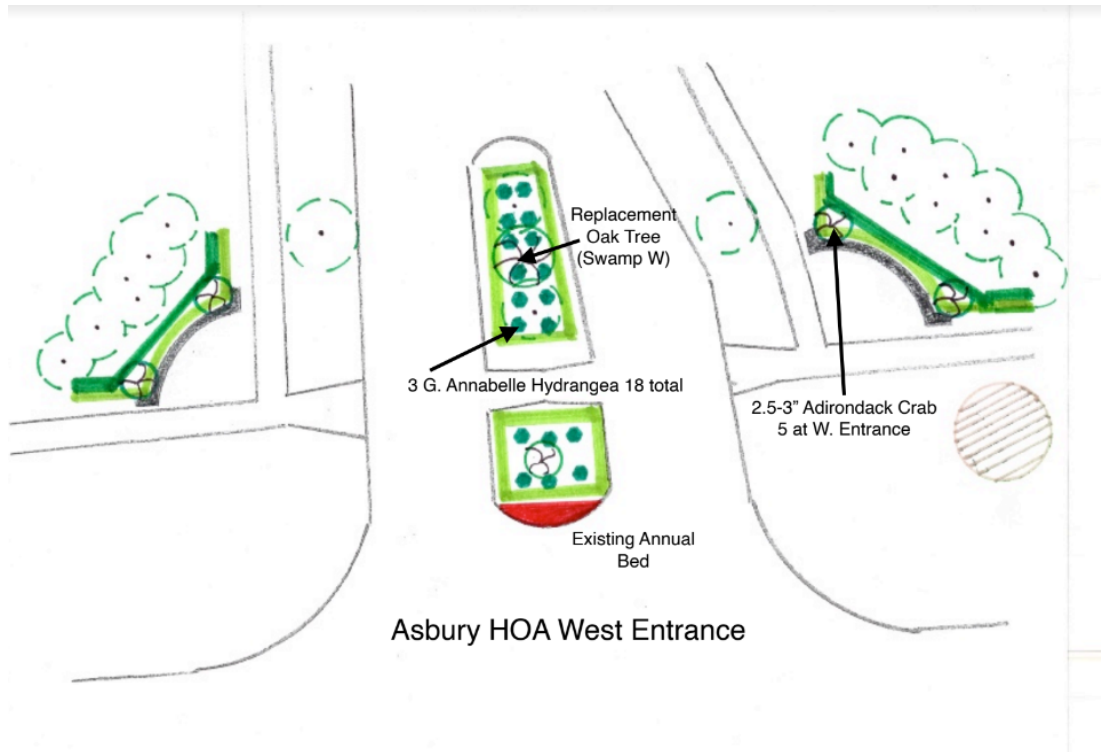


*Center Island West and East Entrance - 18 Hydrangeas on both sides, evenly distributed and laid out. Note these are old pictures taken from google street views as it's snowy right now even though those recent snow pictures are also attached. On the left picture, the middle tree in the back island has 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.*



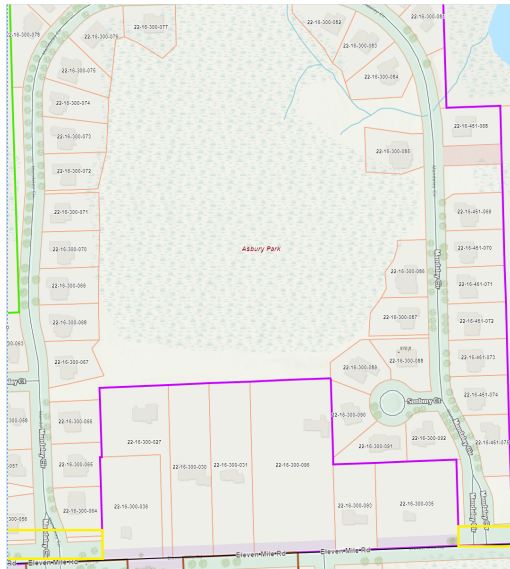
*East Side - East Wall (Old picture from Google Maps street view (new pictures have snow in them but are also attached), the two spiral trees no longer exist creating a void), this is where the 2 crab trees are going (similar to the West Entrance).*





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](mailto: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

| <i>Item</i>                                 | <i>#units</i> | <i>Cost/unit</i> | <i>total</i>    |
|---------------------------------------------|---------------|------------------|-----------------|
| <i>Tree (adirondack crab tree)</i>          | <i>8</i>      | <i>\$693</i>     | <i>\$5544</i>   |
| <i>Shrub (3 gallon annabelle hydrangea)</i> | <i>36</i>     | <i>\$84</i>      | <i>\$3024</i>   |
| <i>Labor (prep area for crab trees)</i>     |               |                  | <i>\$1650</i>   |
| <i>Tree (swamp white oak)</i>               | <i>1</i>      | <i>\$887</i>     | <i>\$887</i>    |
| <i>Total</i>                                |               |                  | <i>\$11,105</i> |

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*

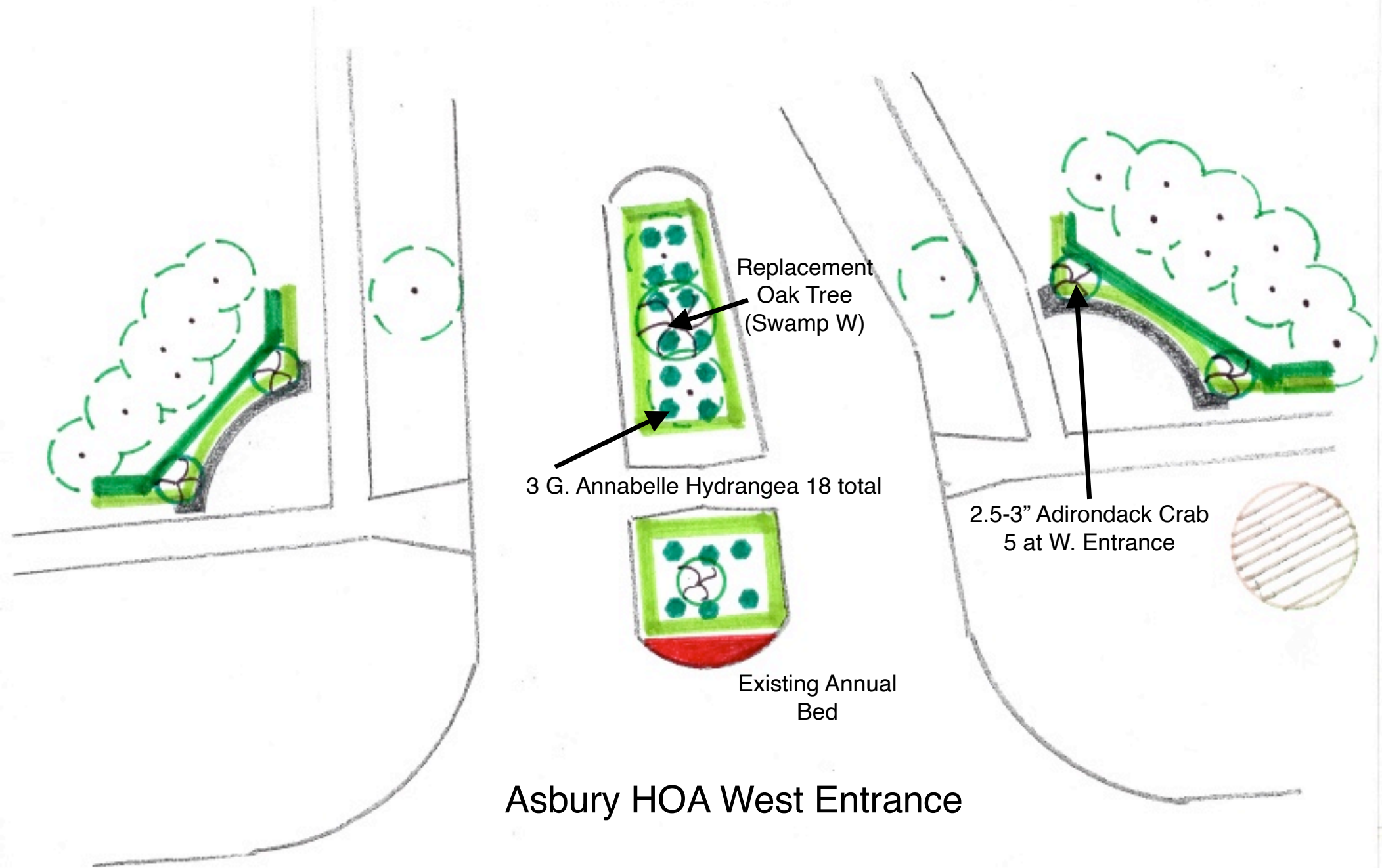
- Well-defined, scaled plans of the proposed project with complete plant lists and specifications of any lighting

*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).*

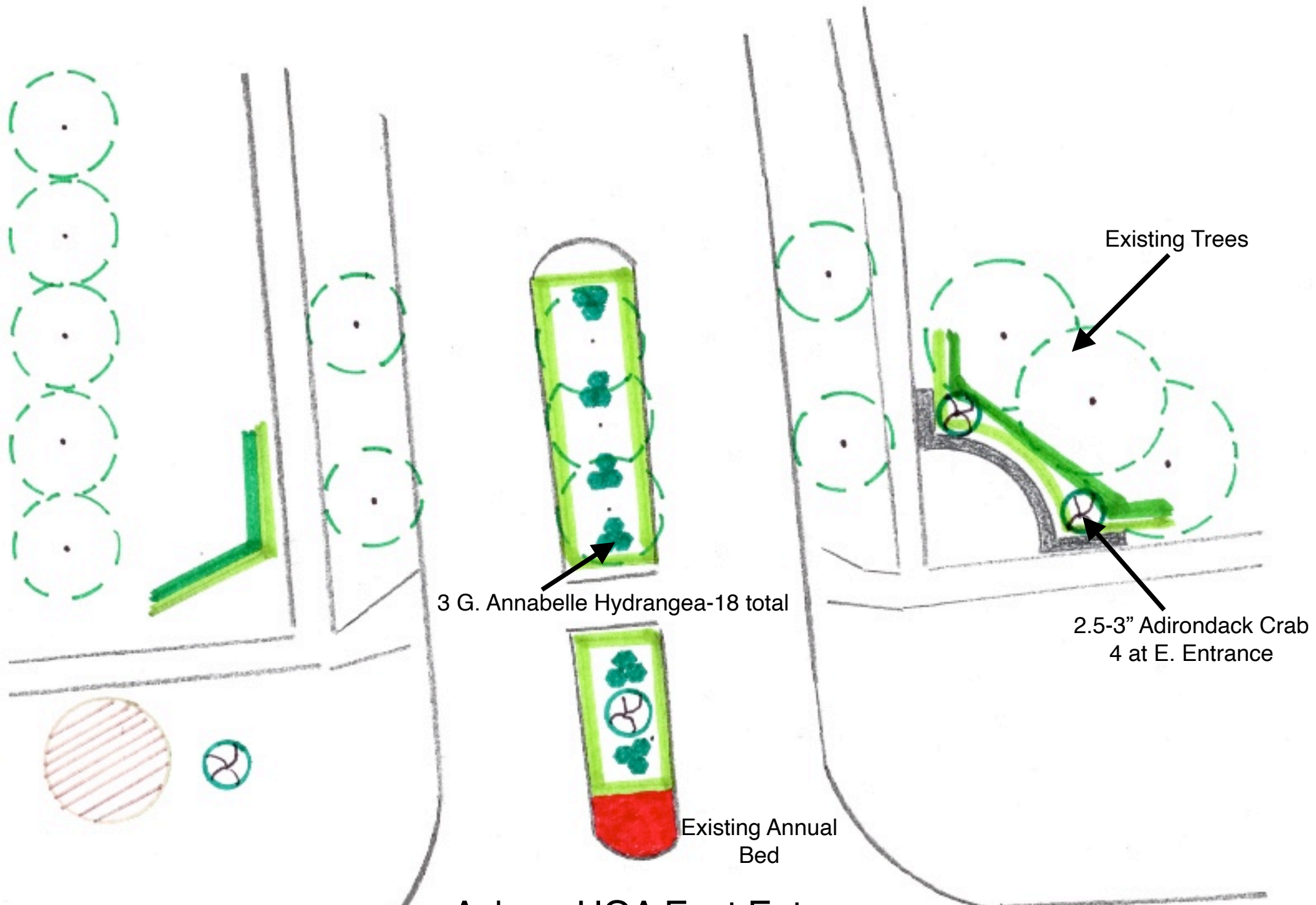
- Map with project location identified

*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







3 G. Annabelle Hydrangea-18 total

Existing Trees

2.5-3" Adirondack Crab  
4 at E. Entrance

Existing Annual  
Bed

Asbury HOA East Entrance



## Begonia Brothers Services LLC

21141 Brickscape Drive  
Northville, MI 48167

### Name/Address

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

# Proposal and Contract

| Date     | Estimate No. |
|----------|--------------|
| 01/23/23 | 3485109      |

Phone: 888-889-8282

Fax: 866-980-9559

Email: [info@begoniabrothers.com](mailto:info@begoniabrothers.com)

| Item                               | Description                                                                                                                                                                                                                                                                                                                                  | Quantity | Cost         | Total              |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------------|--------------------|
| Gen Labor                          | East and West Entrance Landscape Renovations/Enhancements<br>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! |                                                                                                                                                                                                                                                                                                                                              |          | <b>Total</b> | <b>\$11,105.00</b> |

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 merchantability 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    | 222.00   |
|       | ASBURY PARK                    |          |
|       | ST-H9S4X2R5H2Y1                |          |
| 12-27 | AVIDPAY SERVICE                | 1520.00- |
|       | AVIDPAY                        |          |
|       | 705REF*CK*1000207*221223*Begon |          |
| 12-28 | ATGPay Online Pa ATGPay Onl    | 830.00   |
|       | ASBURY PARK                    |          |
|       | ST-P600C3R5G6T5                |          |
| 12-29 | AVIDPAY SERVICE                | 63.89-   |
|       | AVIDPAY                        |          |
|       | 705REF*CK*1000208*221228*DTE E |          |

\* - - - - - - - - - -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

*Tiffany Wallace*  
 Tiffany Wallace  
 Community Association Manager

# Income Statement Report Asbury Park Operating

December 01, 2021 thru December 31, 2021

|                                             | Actual            | Current Period<br>Budget | Variance          | Actual            | Year to Date (12 months)<br>Budget | Variance          | Annual<br>Budget | Budget<br>Remaining |
|---------------------------------------------|-------------------|--------------------------|-------------------|-------------------|------------------------------------|-------------------|------------------|---------------------|
| <b><u>Income</u></b>                        |                   |                          |                   |                   |                                    |                   |                  |                     |
| <b>Assessment Income</b>                    |                   |                          |                   |                   |                                    |                   |                  |                     |
| 4000 - Association Fees                     | 0.00              | 0.00                     | 0.00              | 37,350.00         | 37,350.00                          | 0.00              | 37,350.00        | 0.00                |
| <b>Total Assessment Income</b>              | <b>0.00</b>       | <b>0.00</b>              | <b>0.00</b>       | <b>37,350.00</b>  | <b>37,350.00</b>                   | <b>0.00</b>       | <b>37,350.00</b> | <b>0.00</b>         |
| <b>Other Income</b>                         |                   |                          |                   |                   |                                    |                   |                  |                     |
| 4810 - Compliance Fines                     | 0.00              | 0.00                     | 0.00              | 250.00            | 0.00                               | 250.00            | 0.00             | (250.00)            |
| <b>Total Other Income</b>                   | <b>0.00</b>       | <b>0.00</b>              | <b>0.00</b>       | <b>250.00</b>     | <b>0.00</b>                        | <b>250.00</b>     | <b>0.00</b>      | <b>(250.00)</b>     |
| <b>Investment Income</b>                    |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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            |
| <b>Total Investment Income</b>              | <b>(2,704.47)</b> | <b>0.00</b>              | <b>(2,704.47)</b> | <b>(2,691.15)</b> | <b>0.00</b>                        | <b>(2,691.15)</b> | <b>0.00</b>      | <b>2,691.15</b>     |
| <b>Total Operating Income</b>               | <b>(2,704.47)</b> | <b>0.00</b>              | <b>(2,704.47)</b> | <b>34,908.85</b>  | <b>37,350.00</b>                   | <b>(2,441.15)</b> | <b>37,350.00</b> | <b>2,441.15</b>     |
| <b><u>Expense</u></b>                       |                   |                          |                   |                   |                                    |                   |                  |                     |
| <b>Administrative</b>                       |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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              |
| <b>Total Administrative</b>                 | <b>483.51</b>     | <b>250.75</b>            | <b>232.76</b>     | <b>2,596.92</b>   | <b>1,853.75</b>                    | <b>743.17</b>     | <b>1,853.75</b>  | <b>(743.17)</b>     |
| <b>Insurance</b>                            |                   |                          |                   |                   |                                    |                   |                  |                     |
| 5400 - Insurance Premiums                   | 0.00              | 0.00                     | 0.00              | 1,092.00          | 1,106.05                           | (14.05)           | 1,106.05         | 14.05               |
| <b>Total Insurance</b>                      | <b>0.00</b>       | <b>0.00</b>              | <b>0.00</b>       | <b>1,092.00</b>   | <b>1,106.05</b>                    | <b>(14.05)</b>    | <b>1,106.05</b>  | <b>14.05</b>        |



# Income Statement Report

## Asbury Park

### Operating

December 01, 2021 thru December 31, 2021

|                                             | Actual            | Current Period<br>Budget | Variance          | Actual            | Year to Date (12 months)<br>Budget | Variance          | Annual<br>Budget | Budget<br>Remaining |
|---------------------------------------------|-------------------|--------------------------|-------------------|-------------------|------------------------------------|-------------------|------------------|---------------------|
| <b><u>Expense</u></b>                       |                   |                          |                   |                   |                                    |                   |                  |                     |
| <b>Utilities</b>                            |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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              |
| <b>Total Utilities</b>                      | <b>1,586.78</b>   | <b>600.00</b>            | <b>986.78</b>     | <b>6,183.31</b>   | <b>7,210.00</b>                    | <b>(1,026.69)</b> | <b>7,210.00</b>  | <b>1,026.69</b>     |
| <b>Landscaping</b>                          |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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)            |
| <b>Total Landscaping</b>                    | <b>1,139.00</b>   | <b>0.00</b>              | <b>1,139.00</b>   | <b>21,920.98</b>  | <b>19,289.00</b>                   | <b>2,631.98</b>   | <b>19,289.00</b> | <b>(2,631.98)</b>   |
| <b>Repair &amp; Maintenance</b>             |                   |                          |                   |                   |                                    |                   |                  |                     |
| 6600 - General Repair & Maintenance         | 0.00              | 36.25                    | (36.25)           | 51.38             | 440.25                             | (388.87)          | 440.25           | 388.87              |
| <b>Total Repair &amp; Maintenance</b>       | <b>0.00</b>       | <b>36.25</b>             | <b>(36.25)</b>    | <b>51.38</b>      | <b>440.25</b>                      | <b>(388.87)</b>   | <b>440.25</b>    | <b>388.87</b>       |
| <b>Professional Services</b>                |                   |                          |                   |                   |                                    |                   |                  |                     |
| 7040 - Management Fees                      | 350.00            | 550.00                   | (200.00)          | 4,600.00          | 6,600.00                           | (2,000.00)        | 6,600.00         | 2,000.00            |
| <b>Total Professional Services</b>          | <b>350.00</b>     | <b>550.00</b>            | <b>(200.00)</b>   | <b>4,600.00</b>   | <b>6,600.00</b>                    | <b>(2,000.00)</b> | <b>6,600.00</b>  | <b>2,000.00</b>     |
| <b>Other Expenses</b>                       |                   |                          |                   |                   |                                    |                   |                  |                     |
| 9105 - Reserve Contribution Expense         | 85.00             | 84.95                    | 0.05              | 850.00            | 850.95                             | (0.95)            | 850.95           | 0.95                |
| <b>Total Other Expenses</b>                 | <b>85.00</b>      | <b>84.95</b>             | <b>0.05</b>       | <b>850.00</b>     | <b>850.95</b>                      | <b>(0.95)</b>     | <b>850.95</b>    | <b>0.95</b>         |
| <b>Reserve Expenses</b>                     |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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            |
| <b>Total Reserve Expenses</b>               | <b>0.00</b>       | <b>0.00</b>              | <b>0.00</b>       | <b>(8,305.00)</b> | <b>0.00</b>                        | <b>(8,305.00)</b> | <b>0.00</b>      | <b>8,305.00</b>     |
| <b>Total Operating Expense</b>              | <b>3,644.29</b>   | <b>1,521.95</b>          | <b>2,122.34</b>   | <b>28,989.59</b>  | <b>37,350.00</b>                   | <b>(8,360.41)</b> | <b>37,350.00</b> | <b>8,360.41</b>     |
| <b>Total Operating Income / (Loss)</b>      | <b>(6,348.76)</b> | <b>(1,521.95)</b>        | <b>(4,826.81)</b> | <b>5,919.26</b>   | <b>0.00</b>                        | <b>5,919.26</b>   | <b>0.00</b>      | <b>(5,919.26)</b>   |

# Income Statement Report

## Asbury Park

### Reserves

December 01, 2021 thru December 31, 2021

|                                              | Actual            | Current Period<br>Budget | Variance          | Actual            | Year to Date (12 months)<br>Budget | Variance          | Annual<br>Budget | Budget<br>Remaining |
|----------------------------------------------|-------------------|--------------------------|-------------------|-------------------|------------------------------------|-------------------|------------------|---------------------|
| <b><u>Income</u></b>                         |                   |                          |                   |                   |                                    |                   |                  |                     |
| <b>Investment Income</b>                     |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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)              |
| <b>Total Investment Income</b>               | <b>85.45</b>      | <b>84.95</b>             | <b>0.50</b>       | <b>(7,452.39)</b> | <b>850.95</b>                      | <b>(8,303.34)</b> | <b>850.95</b>    | <b>8,303.34</b>     |
| <b>Total Reserves Income</b>                 | <b>85.45</b>      | <b>84.95</b>             | <b>0.50</b>       | <b>(7,452.39)</b> | <b>850.95</b>                      | <b>(8,303.34)</b> | <b>850.95</b>    | <b>8,303.34</b>     |
| <b><u>Expense</u></b>                        |                   |                          |                   |                   |                                    |                   |                  |                     |
| <b>Reserve Expenses</b>                      |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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            |
| <b>Total Reserve Expenses</b>                | <b>(2,705.00)</b> | <b>0.00</b>              | <b>(2,705.00)</b> | <b>(2,705.00)</b> | <b>0.00</b>                        | <b>(2,705.00)</b> | <b>0.00</b>      | <b>2,705.00</b>     |
| <b>Total Reserves Expense</b>                | <b>(2,705.00)</b> | <b>0.00</b>              | <b>(2,705.00)</b> | <b>(2,705.00)</b> | <b>0.00</b>                        | <b>(2,705.00)</b> | <b>0.00</b>      | <b>2,705.00</b>     |
| <b>Total Reserves Income / (Loss)</b>        | <b>2,790.45</b>   | <b>84.95</b>             | <b>2,705.50</b>   | <b>(4,747.39)</b> | <b>850.95</b>                      | <b>(5,598.34)</b> | <b>850.95</b>    | <b>5,598.34</b>     |
| <b>Total Association Net Income / (Loss)</b> | <b>(3,558.31)</b> | <b>(1,437.00)</b>        | <b>(2,121.31)</b> | <b>1,171.87</b>   | <b>850.95</b>                      | <b>320.92</b>     | <b>850.95</b>    | <b>(320.92)</b>     |

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

|                                             | <b>2022<br/>Budget</b> | <b>2023<br/>Budget</b> | <b>2023 Monthly<br/>Budget</b> |
|---------------------------------------------|------------------------|------------------------|--------------------------------|
| <b>Assessment Income</b>                    |                        |                        |                                |
| 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                           |
| <b>Total Assessment Income</b>              | <b>37,350.00</b>       | <b>37,350.00</b>       | <b>3,112.50</b>                |
| <b>Collections Income</b>                   |                        |                        |                                |
| 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                           |
| <b>Total Collections Income</b>             | <b>0.00</b>            | <b>0.00</b>            | <b>0.00</b>                    |
| <b>Other Income</b>                         |                        |                        |                                |
| 4810 - Compliance Fines                     | 0.00                   | 0.00                   | 0.00                           |
| <b>Total Other Income</b>                   | <b>0.00</b>            | <b>0.00</b>            | <b>0.00</b>                    |
| <b>Investment Income</b>                    |                        |                        |                                |
| 4900 - Interest Earned - Operating Accounts | 0.00                   | 0.00                   | 0.00                           |
| <b>Total Investment Income</b>              | <b>0.00</b>            | <b>0.00</b>            | <b>0.00</b>                    |
| <b>Total Operating Income</b>               | <b>37,350.00</b>       | <b>37,350.00</b>       | <b>3,112.50</b>                |
| <b>Administrative</b>                       |                        |                        |                                |
| 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                         |
| <b>Total Administrative</b>                 | <b>3,238.00</b>        | <b>5,138.00</b>        | <b>428.18</b>                  |
| <b>Insurance</b>                            |                        |                        |                                |
| 5400 - Insurance Premiums                   | 1,125.00               | 1,500.00               | 125.00                         |
| <b>Total Insurance</b>                      | <b>1,125.00</b>        | <b>1,500.00</b>        | <b>125.00</b>                  |
| <b>Utilities</b>                            |                        |                        |                                |
| 6000 - Electric Service                     | 700.00                 | 750.00                 | 62.50                          |
| 6025 - Water Service                        | 6,300.00               | 6,300.00               | 525.00                         |
| <b>Total Utilities</b>                      | <b>7,000.00</b>        | <b>7,050.00</b>        | <b>587.50</b>                  |
| <b>Landscaping</b>                          |                        |                        |                                |
| 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                          |
| <b>Total Landscaping</b>                    | <b>19,874.00</b>       | <b>15,908.00</b>       | <b>1,325.67</b>                |
| <b>Repair &amp; Maintenance</b>             |                        |                        |                                |
| 6600 - General Repair & Maintenance         | 440.00                 | 2,060.00               | 171.67                         |
| <b>Total Repair &amp; Maintenance</b>       | <b>440.00</b>          | <b>2,060.00</b>        | <b>171.67</b>                  |

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

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



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

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

# Income Statement Report Asbury Park Operating

December 01, 2022 thru December 31, 2022

|                                             | Actual         | Current Period<br>Budget | Variance       | Actual           | Year to Date (12 months)<br>Budget | Variance        | Annual<br>Budget | Budget<br>Remaining |
|---------------------------------------------|----------------|--------------------------|----------------|------------------|------------------------------------|-----------------|------------------|---------------------|
| <b><u>Income</u></b>                        |                |                          |                |                  |                                    |                 |                  |                     |
| <b>Assessment Income</b>                    |                |                          |                |                  |                                    |                 |                  |                     |
| 4000 - Association Fees                     | 0.00           | 0.00                     | 0.00           | 36,520.00        | 37,350.00                          | (830.00)        | 37,350.00        | 830.00              |
| <b>Total Assessment Income</b>              | <b>0.00</b>    | <b>0.00</b>              | <b>0.00</b>    | <b>36,520.00</b> | <b>37,350.00</b>                   | <b>(830.00)</b> | <b>37,350.00</b> | <b>830.00</b>       |
| <b>Collections Income</b>                   |                |                          |                |                  |                                    |                 |                  |                     |
| 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)          |
| <b>Total Collections Income</b>             | <b>50.00</b>   | <b>0.00</b>              | <b>50.00</b>   | <b>2,248.00</b>  | <b>0.00</b>                        | <b>2,248.00</b> | <b>0.00</b>      | <b>(2,248.00)</b>   |
| <b>Other Income</b>                         |                |                          |                |                  |                                    |                 |                  |                     |
| 4810 - Compliance Fines                     | (25.00)        | 0.00                     | (25.00)        | 1,225.00         | 0.00                               | 1,225.00        | 0.00             | (1,225.00)          |
| <b>Total Other Income</b>                   | <b>(25.00)</b> | <b>0.00</b>              | <b>(25.00)</b> | <b>1,225.00</b>  | <b>0.00</b>                        | <b>1,225.00</b> | <b>0.00</b>      | <b>(1,225.00)</b>   |
| <b>Investment Income</b>                    |                |                          |                |                  |                                    |                 |                  |                     |
| 4900 - Interest Earned - Operating Accounts | 0.45           | 0.00                     | 0.45           | 13.95            | 0.00                               | 13.95           | 0.00             | (13.95)             |
| <b>Total Investment Income</b>              | <b>0.45</b>    | <b>0.00</b>              | <b>0.45</b>    | <b>13.95</b>     | <b>0.00</b>                        | <b>13.95</b>    | <b>0.00</b>      | <b>(13.95)</b>      |
| <b>Total Operating Income</b>               | <b>25.45</b>   | <b>0.00</b>              | <b>25.45</b>   | <b>40,006.95</b> | <b>37,350.00</b>                   | <b>2,656.95</b> | <b>37,350.00</b> | <b>(2,656.95)</b>   |
| <b><u>Expense</u></b>                       |                |                          |                |                  |                                    |                 |                  |                     |
| <b>Administrative</b>                       |                |                          |                |                  |                                    |                 |                  |                     |
| 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)          |
| <b>Total Administrative</b>                 | <b>602.53</b>  | <b>207.00</b>            | <b>395.53</b>  | <b>5,647.34</b>  | <b>3,238.00</b>                    | <b>2,409.34</b> | <b>3,238.00</b>  | <b>(2,409.34)</b>   |

# Income Statement Report

## Asbury Park

### Operating

December 01, 2022 thru December 31, 2022

|                                        | Actual            | Current Period<br>Budget | Variance          | Actual            | Year to Date (12 months)<br>Budget | Variance          | Annual<br>Budget | Budget<br>Remaining |
|----------------------------------------|-------------------|--------------------------|-------------------|-------------------|------------------------------------|-------------------|------------------|---------------------|
| <b><u>Expense</u></b>                  |                   |                          |                   |                   |                                    |                   |                  |                     |
| <b>Insurance</b>                       |                   |                          |                   |                   |                                    |                   |                  |                     |
| 5400 - Insurance Premiums              | 0.00              | 0.00                     | 0.00              | 1,102.00          | 1,125.00                           | (23.00)           | 1,125.00         | 23.00               |
| <b>Total Insurance</b>                 | <b>0.00</b>       | <b>0.00</b>              | <b>0.00</b>       | <b>1,102.00</b>   | <b>1,125.00</b>                    | <b>(23.00)</b>    | <b>1,125.00</b>  | <b>23.00</b>        |
| <b>Utilities</b>                       |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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              |
| <b>Total Utilities</b>                 | <b>2,485.52</b>   | <b>583.00</b>            | <b>1,902.52</b>   | <b>6,471.12</b>   | <b>7,000.00</b>                    | <b>(528.88)</b>   | <b>7,000.00</b>  | <b>528.88</b>       |
| <b>Landscaping</b>                     |                   |                          |                   |                   |                                    |                   |                  |                     |
| 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)          |
| <b>Total Landscaping</b>               | <b>3,280.00</b>   | <b>0.00</b>              | <b>3,280.00</b>   | <b>21,904.98</b>  | <b>19,874.00</b>                   | <b>2,030.98</b>   | <b>19,874.00</b> | <b>(2,030.98)</b>   |
| <b>Repair &amp; Maintenance</b>        |                   |                          |                   |                   |                                    |                   |                  |                     |
| 6600 - General Repair & Maintenance    | 0.00              | 37.00                    | (37.00)           | 3,436.09          | 440.00                             | 2,996.09          | 440.00           | (2,996.09)          |
| <b>Total Repair &amp; Maintenance</b>  | <b>0.00</b>       | <b>37.00</b>             | <b>(37.00)</b>    | <b>3,436.09</b>   | <b>440.00</b>                      | <b>2,996.09</b>   | <b>440.00</b>    | <b>(2,996.09)</b>   |
| <b>Professional Services</b>           |                   |                          |                   |                   |                                    |                   |                  |                     |
| 7040 - Management Fees                 | 360.50            | 359.00                   | 1.50              | 4,326.00          | 4,305.00                           | 21.00             | 4,305.00         | (21.00)             |
| <b>Total Professional Services</b>     | <b>360.50</b>     | <b>359.00</b>            | <b>1.50</b>       | <b>4,326.00</b>   | <b>4,305.00</b>                    | <b>21.00</b>      | <b>4,305.00</b>  | <b>(21.00)</b>      |
| <b>Other Expenses</b>                  |                   |                          |                   |                   |                                    |                   |                  |                     |
| 9105 - Reserve Contribution Expense    | 137.00            | 137.00                   | 0.00              | 1,370.00          | 1,368.00                           | 2.00              | 1,368.00         | (2.00)              |
| <b>Total Other Expenses</b>            | <b>137.00</b>     | <b>137.00</b>            | <b>0.00</b>       | <b>1,370.00</b>   | <b>1,368.00</b>                    | <b>2.00</b>       | <b>1,368.00</b>  | <b>(2.00)</b>       |
| <b>Total Operating Expense</b>         | <b>6,865.55</b>   | <b>1,323.00</b>          | <b>5,542.55</b>   | <b>44,257.53</b>  | <b>37,350.00</b>                   | <b>6,907.53</b>   | <b>37,350.00</b> | <b>(6,907.53)</b>   |
| <b>Total Operating Income / (Loss)</b> | <b>(6,840.10)</b> | <b>(1,323.00)</b>        | <b>(5,517.10)</b> | <b>(4,250.58)</b> | <b>0.00</b>                        | <b>(4,250.58)</b> | <b>0.00</b>      | <b>4,250.58</b>     |

# Income Statement Report

## Asbury Park

### Reserves

December 01, 2022 thru December 31, 2022

|                                                  | Actual                | Current Period<br>Budget | Variance              | Actual                | Year to Date (12 months)<br>Budget | Variance              | Annual<br>Budget    | Budget<br>Remaining |
|--------------------------------------------------|-----------------------|--------------------------|-----------------------|-----------------------|------------------------------------|-----------------------|---------------------|---------------------|
| <b><u>Income</u></b>                             |                       |                          |                       |                       |                                    |                       |                     |                     |
| <b>Investment Income</b>                         |                       |                          |                       |                       |                                    |                       |                     |                     |
| 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)              |
| <b>Total Investment Income</b>                   | <b>138.24</b>         | <b>137.00</b>            | <b>1.24</b>           | <b>1,379.54</b>       | <b>1,368.00</b>                    | <b>11.54</b>          | <b>1,368.00</b>     | <b>(11.54)</b>      |
| <b>Total Reserves Income</b>                     | <b>138.24</b>         | <b>137.00</b>            | <b>1.24</b>           | <b>1,379.54</b>       | <b>1,368.00</b>                    | <b>11.54</b>          | <b>1,368.00</b>     | <b>(11.54)</b>      |
| <b>Total Reserves Income / (Loss)</b>            | <b>138.24</b>         | <b>137.00</b>            | <b>1.24</b>           | <b>1,379.54</b>       | <b>1,368.00</b>                    | <b>11.54</b>          | <b>1,368.00</b>     | <b>(11.54)</b>      |
| <br><b>Total Association Net Income / (Loss)</b> | <br><b>(6,701.86)</b> | <br><b>(1,186.00)</b>    | <br><b>(5,515.86)</b> | <br><b>(2,871.04)</b> | <br><b>1,368.00</b>                | <br><b>(4,239.04)</b> | <br><b>1,368.00</b> | <br><b>4,239.04</b> |



# **Spread Report** **Asbury Park** **Operating** **2023 Budget- Approved**

| Description                             | Jan   | Feb   | Mar   | Apr   | May   | Jun   | Jul   | Aug   | Sep   | Oct   | Nov   | Dec   | Total  |
|-----------------------------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|
| <b>Assessment Income</b>                |       |       |       |       |       |       |       |       |       |       |       |       |        |
| 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 |
| <b>Administrative</b>                   |       |       |       |       |       |       |       |       |       |       |       |       |        |
| 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  |
| <b>Insurance</b>                        |       |       |       |       |       |       |       |       |       |       |       |       |        |
| 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  |
| <b>Utilities</b>                        |       |       |       |       |       |       |       |       |       |       |       |       |        |
| 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  |
| <b>Landscaping</b>                      |       |       |       |       |       |       |       |       |       |       |       |       |        |
| 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 |
| <b>Repair &amp; Maintenance</b>         |       |       |       |       |       |       |       |       |       |       |       |       |        |
| 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  |
|--------------------------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|
| <b>Professional Services</b>         |       |       |       |       |       |       |       |       |       |       |       |       |        |
| 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  |
| <b>Other Expenses</b>                |       |       |       |       |       |       |       |       |       |       |       |       |        |
| 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 |
|-------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| <b>Investment Income</b>            |     |     |     |     |     |     |     |     |     |     |     |     |       |
| 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

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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](http://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 11<sup>th</sup> 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](mailto: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

|                                             | <u>2021 Budget</u> |
|---------------------------------------------|--------------------|
| <b>Accounts Payable</b>                     |                    |
| 2060 - Insurance Payable                    | 0.00               |
| <b>Total Accounts Payable</b>               | <b>0.00</b>        |
| <b>Total Operating Liabilities</b>          | <b>0.00</b>        |
| <b>Assessment Income</b>                    |                    |
| 4000 - Association Fees                     | 37,350.00          |
| 4070 - Maintenance Bill-Backs               | 0.00               |
| <b>Total Assessment Income</b>              | <b>37,350.00</b>   |
| <b>Collections Income</b>                   |                    |
| 4705 - NSF Service Fees                     | 0.00               |
| 4710 - Late Fees & Interest                 | 0.00               |
| 4720 - Legal Reimbursements                 | 0.00               |
| <b>Total Collections Income</b>             | <b>0.00</b>        |
| <b>Other Income</b>                         |                    |
| 4810 - Compliance Fines                     | 0.00               |
| <b>Total Other Income</b>                   | <b>0.00</b>        |
| <b>Investment Income</b>                    |                    |
| 4900 - Interest Earned - Operating Accounts | 0.00               |
| 4905 - Reserve Contribution Income          | 0.00               |
| <b>Total Investment Income</b>              | <b>0.00</b>        |
| <b>Total Operating Income</b>               | <b>37,350.00</b>   |
| <b>Administrative</b>                       |                    |
| 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             |
| <b>Total Administrative</b>                 | <b>1,853.75</b>    |
| <b>Communications</b>                       |                    |
| 5200 - Community Events                     | 0.00               |
| <b>Total Communications</b>                 | <b>0.00</b>        |
| <b>Payroll &amp; Benefits</b>               |                    |
| 5304 - Maintenance Salaries                 | 0.00               |
| <b>Total Payroll &amp; Benefits</b>         | <b>0.00</b>        |
| <b>Insurance</b>                            |                    |
| 5400 - Insurance Premiums                   | 1,106.05           |
| <b>Total Insurance</b>                      | <b>1,106.05</b>    |
| <b>Utilities</b>                            |                    |
| 6000 - Electric Service                     | 700.00             |

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

|                                              | <u>2021 Budget</u> |
|----------------------------------------------|--------------------|
| <b>Utilities</b>                             |                    |
| 6025 - Water Service                         | 6,300.00           |
| 6050 - Telephone Service                     | 210.00             |
| <b>Total Utilities</b>                       | <b>7,210.00</b>    |
| <b>Landscaping</b>                           |                    |
| 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             |
| <b>Total Landscaping</b>                     | <b>19,289.00</b>   |
| <b>Repair &amp; Maintenance</b>              |                    |
| 6600 - General Repair & Maintenance          | 440.25             |
| <b>Total Repair &amp; Maintenance</b>        | <b>440.25</b>      |
| <b>Professional Services</b>                 |                    |
| 7025 - Legal Services - Collections          | 0.00               |
| 7040 - Management Fees                       | 6,600.00           |
| 7095 - Other Professional Services           | 0.00               |
| <b>Total Professional Services</b>           | <b>6,600.00</b>    |
| <b>F&amp;B Supplies &amp; Expenses</b>       |                    |
| 7215 - Computer Services Cost F&B            | 0.00               |
| <b>Total F&amp;B Supplies &amp; Expenses</b> | <b>0.00</b>        |
| <b>Other Expenses</b>                        |                    |
| 9105 - Reserve Contribution Expense          | 850.95             |
| <b>Total Other Expenses</b>                  | <b>850.95</b>      |
| <b>Total Operating Expense</b>               | <b>37,350.00</b>   |
| <b>Total Operating Net Income / (Loss)</b>   | <b>(0.00)</b>      |

**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 |          |



























11 Mile Rd  
Mandalay Ct



**Camden Court Condominium Association**  
c/o Meadow Management 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](mailto: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 barren 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):**

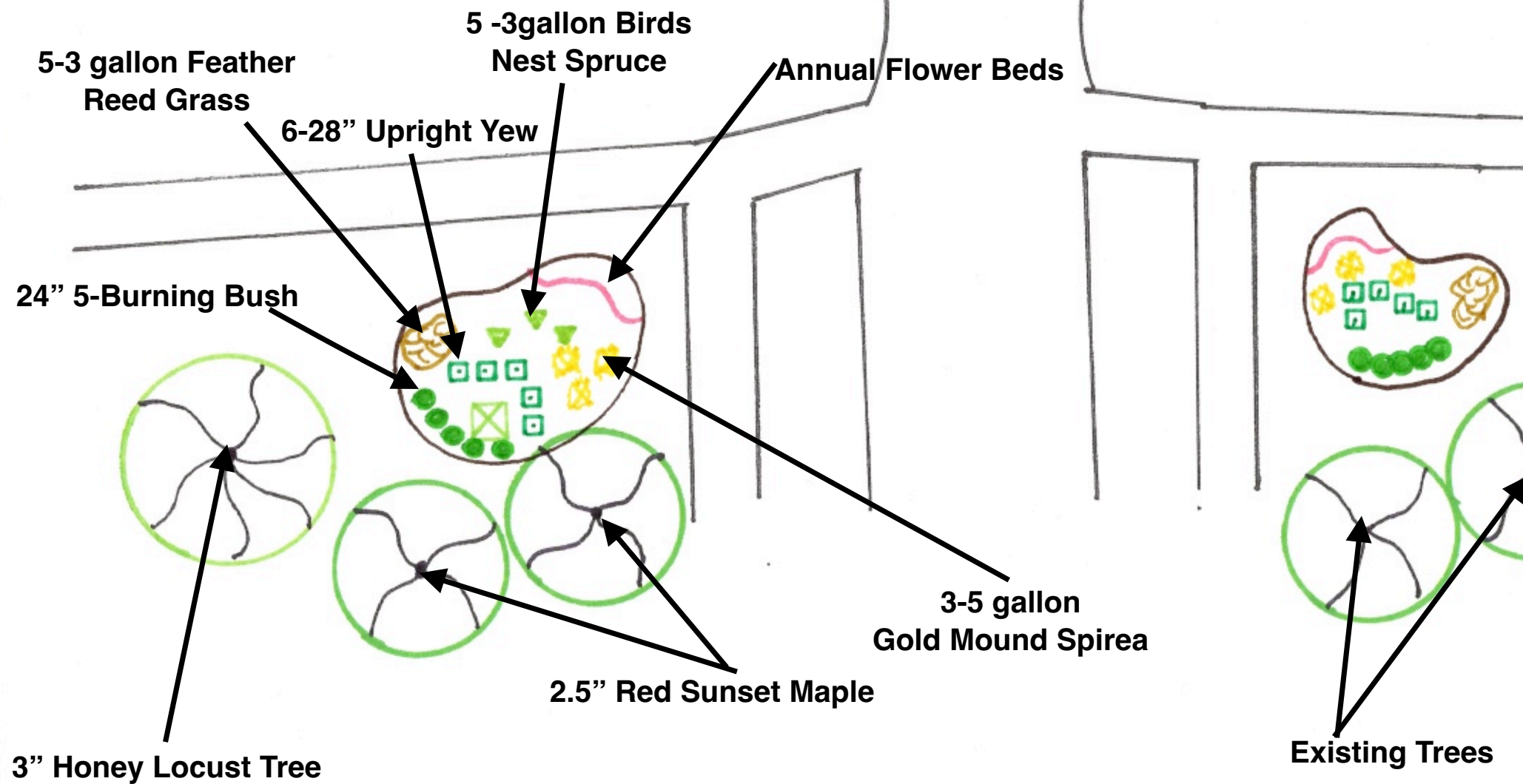
- a) Site preparation
- b) Upright Yew (6)
- c) Dense Yew (5)
- d) Burning Bush (10)
- e) Birds Nest Spruce (3)
- f) Gold Mound Spirea (6)
- g) Feather Reed Grass (10)
- h) Flats of annual flowers (12)
- i) Red Sunset Maple tree (2)
- j) Honey Locust tree (1)
- k) Mulch – Brown (8 yards)

**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





## Begonia Brothers Services LLC

21141 Brickscape Drive  
Northville, MI 48167

### Name/Address

Camden Court  
c/o Meadow Management

# Proposal and Contract

| Date     | Estimate No. |
|----------|--------------|
| 12/03/21 | 299325415    |

Phone: 888-889-8282

Fax: 866-980-9559

Email: info@begoniabrothers.com

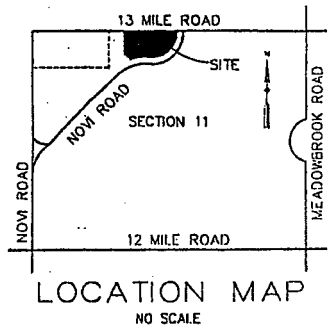
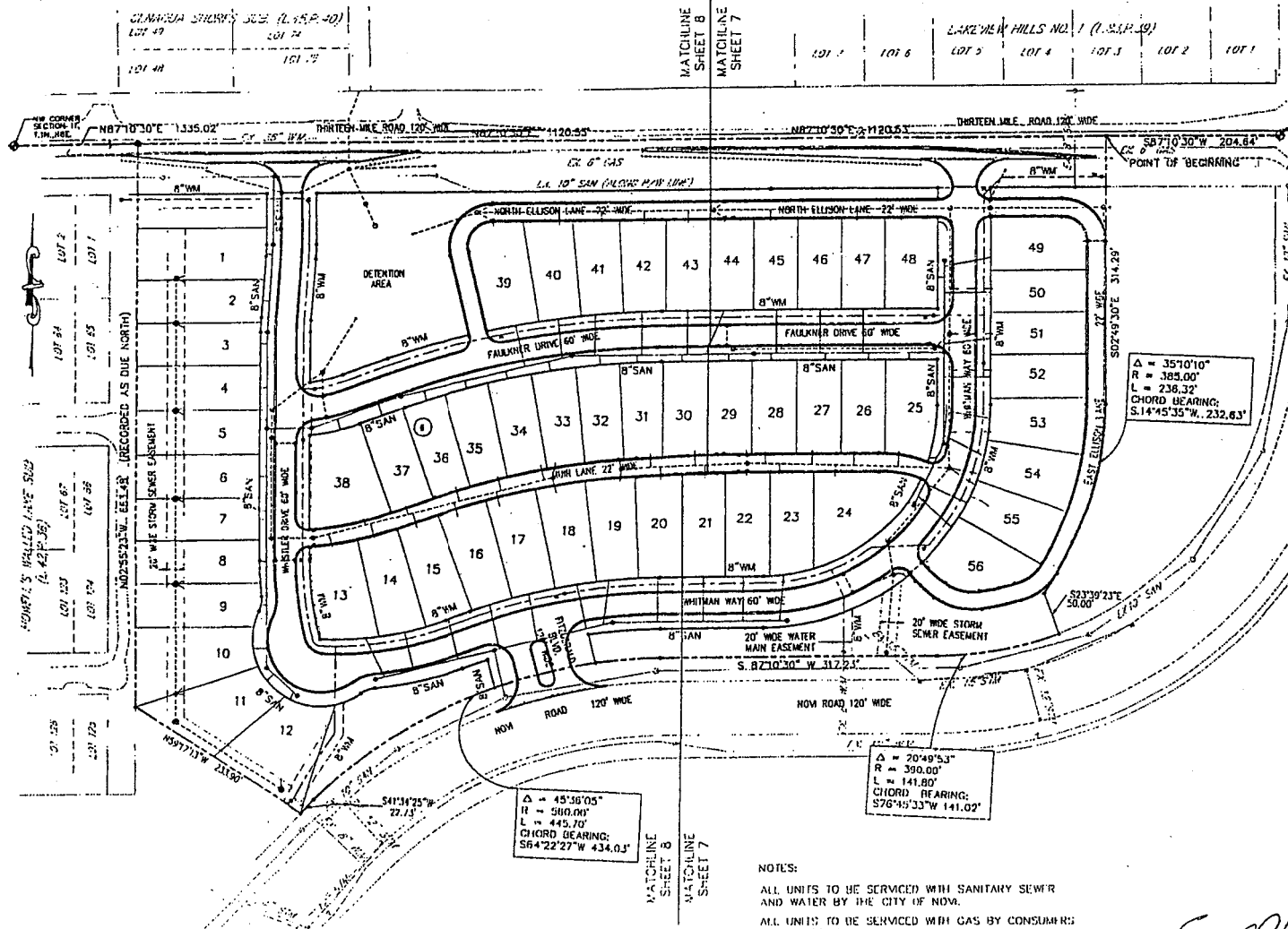
| Item                               | Description                                                                                                                                                                                    | Quantity | Cost         | Total             |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------------|-------------------|
|                                    | 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! |                                                                                                                                                                                                |          | <b>Total</b> | <b>\$8,613.00</b> |

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 merchantability 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.

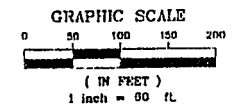
Client Acceptance \_\_\_\_\_ Date \_\_\_\_\_

Contractor Approval \_\_\_\_\_ Date \_\_\_\_\_





# UTILITY PLAN COMPOSITE CAMDEN COURT



| 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 NOV.

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 EACH UNIT'S UNIT, 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*  
 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



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

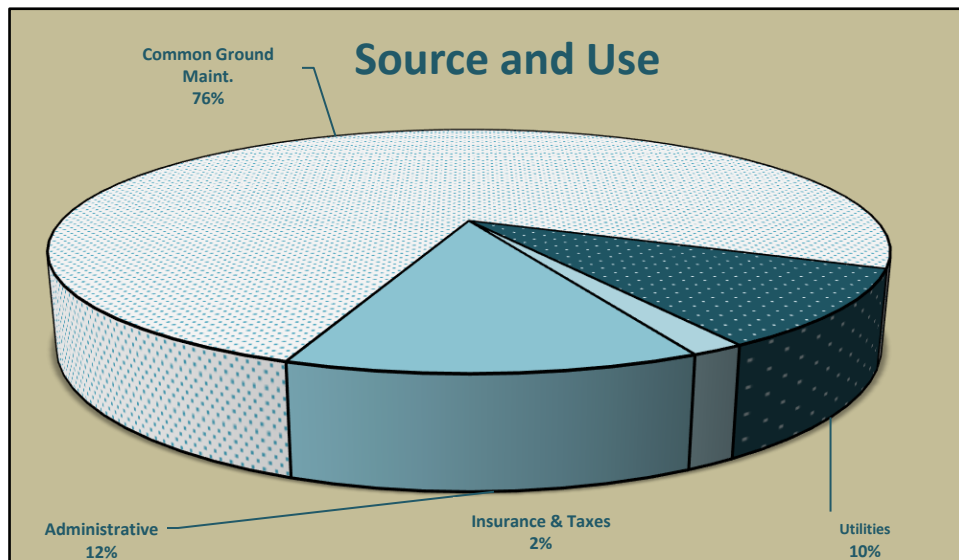
**TOTAL Expense** \$ 107,520.00

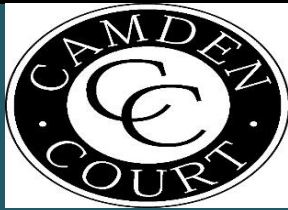
### Reserves Amount

Contribution to Reserves (Minimum 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)**

| <b>Income</b>                               | <b>Amount</b>        |
|---------------------------------------------|----------------------|
| <b><u>Dues &amp; Assessment Revenue</u></b> |                      |
| Association Dues                            | \$ 107,520.00        |
| Transfer from Reserves                      | \$ -                 |
| <b>TOTAL Assessment Revenue</b>             | <b>\$ 107,520.00</b> |
| <b>TOTAL Income</b>                         | <b>\$ 107,520.00</b> |

| <b>Expenses</b>                               | <b>Amount</b>        |
|-----------------------------------------------|----------------------|
| <b><u>Administrative</u></b>                  |                      |
| 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            |
| <b>TOTAL Administrative</b>                   | <b>\$ 13,535.00</b>  |
| <b><u>Landscape &amp; Grounds</u></b>         |                      |
| 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          |
| <b>TOTAL Common Grounds &amp; Maintenance</b> | <b>\$ 81,337.00</b>  |
| <b><u>Insurance</u></b>                       |                      |
| Property & Liability Insurance includes D & O | \$ 1,800.00          |
| <b>TOTAL Insurance</b>                        | <b>\$ 1,800.00</b>   |
| <b><u>Utilities/ Operating</u></b>            |                      |
| Water                                         | \$ 10,098.00         |
| Electricity                                   | \$ 750.00            |
| <b>TOTAL Utilities/ Operating</b>             | <b>\$ 10,848.00</b>  |
| <b>TOTAL Expense</b>                          | <b>\$ 107,520.00</b> |

|                                 |             |
|---------------------------------|-------------|
| <b>Excess Revenue / Expense</b> | <b>\$ -</b> |
|---------------------------------|-------------|

# Camden Court Condominium

Page: 1

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

Page: 2

### Income/Expense Statement

Period: 12/01/22 to 12/31/22

| Account         | Description                    | Current Period |          |            | Year-To-Date |            |             | Yearly Budget |
|-----------------|--------------------------------|----------------|----------|------------|--------------|------------|-------------|---------------|
|                 |                                | Actual         | Budget   | Variance   | Actual       | Budget     | Variance    |               |
| 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

Page: 1

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

| Period: 12/01/22 to 12/31/22 |                          |           |                |             |            |              |            |            |
|------------------------------|--------------------------|-----------|----------------|-------------|------------|--------------|------------|------------|
| Account                      | Description              | Actual    | Current Period |             | Actual     | Year-To-Date |            | Yearly     |
|                              |                          |           | Budget         | Variance    |            | Budget       | Variance   | 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  |