



BEAUTIFICATION COMMISSION AGENDA

CITY OF NOVI

March 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, Christen Pietraz, Celia Todd, Laura Williams

APPROVAL OF AGENDA

[March](#) 8, 2023 Agenda

MINUTES

[February](#) 8, 2023 Minutes

OLD BUSINESS

Edible Garden Presentation/Webinar Review

[Plant](#) Identification Signs

[Errant](#) Membership and Meeting Quorums

NEW BUSINESS

[Officer](#) Elections

[2023](#) Entryway Grant Program Voting

Spring Social Media Promotion

[Reinvigoration](#) of the Adopt-a-Park-Sign Program

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, March 8, 2023 6:00 pm
Mayor's Conference Room
Novi Civic Center | 45175 Ten Mile Road

Roll Call – Jan Lach, Cindy Lang, Christen Pietraz, Celia Todd, Laura Williams, Torry Yu

Approval of Agenda

Approval of Minutes – February 8, 2023

Chair – Cindy Lang

Secretary – Jan Lach

City Liaison – Kate Oppermann

Old Business

- Edible Garden Presentation/Webinar Review
- Plant Identification Signs
- Errant Membership and Meeting Quorums

New Business

- Officer Elections
- 2023 Entryway Grant Program Voting
- Spring Social Media Promotion
- Reinvigoration of the Adopt-a-Park-Sign Program

Public Comment

Adjournment

Upcoming Meetings – 4/12, 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8, 12/13

Beautification Commission Minutes
Wednesday, February 8, 2023
6:00 pm
Novi Civic Center
45175 10 Mile Rd.
Mayor's Conference Room

Call to Order: 6:01 pm

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

Present: Jan Lach, Cindy Lang, Celia Todd, Laura Williams, Torry Yu

Excused: Christen Pietraz

Absent: Courtney Opalko, Shaun Page

Minutes: Approved 5:0

Approval of Agenda: Moved: Lach, Seconded: Yu, approved 5:0

Old Business:

- Edible Garden Presentation/Webinar
 - The Commission reviewed the current number of signups for the event and confirmed that the zoom link for the webinar would be sent out twice (once the Friday before the event and once the day before). Additionally, at suggestion from Commissioners Todd and Williams city staff will look into the possibility of having a “viewing party” set up for the webinar at Meadowbrook Commons so senior residents can more easily access the program.
- Plant Identification Signs
 - It was confirmed that the design details for the signs were being finalized with the DPW and are on course to go into production and be installed in Spring 2023.

New Business:

- 2023 Entryway Grant Program
 - The Commission will be reviewing the 2023 applications and making site visits as needed throughout February and early March. They will vote on the applications at their upcoming March 8th meeting so that their recommendation can be presented to City Council on the March 20, 2023 Regular Meeting Agenda.
- Errant Membership and Meeting Quorums
 - The next steps in handling errant membership were discussed and are expected to be resolved by March. Additionally, the Commission discussed potentially changing the Commission membership from 9 members to 7 members, they will make the decision if they will go forward with this proposal or not at their March 8th meeting.
- New Ideas
 - The Commission also discussed the re-invigoration of the Adopt-a-Park-Sign Program, the possibility of having a new school program, and potentially a “Think Spring” type program that would encourage residents and businesses to send in photos of seasonal displays/décor.

Public Comment: none

Adjournment: 6:54 pm

Upcoming Meetings: 3/8, 4/12, 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8, 12/13



Sand coreopsis
Coreopsis lanceolata



Wild bergamot
Monarda fistulosa



Nodding wild onion
Allium cernuum



Butterfly milkweed
Asclepias tuberosa



Cup plant
Silphium terebinthinaceum



Missouri Ironweed
Vernonia missurica



False blue indigo
Baptisia australis



Brown-eyed Susan
Rudbeckia triloba



Mountain mint
Pycnanthemum virginianum



Wild strawberry
Fragaria virginiana



Prairie dock
Silphium terebinthinaceum



False sunflower
Heliopsis helianthoides





CITY OF NOVI CITY COUNCIL
FEBRUARY 27, 2023

SUBJECT: Consideration for the Removal of Shaun Page from the Beautification Commission.

SUBMITTING DEPARTMENT: City Manager

BACKGROUND INFORMATION:

The City of Novi Beautification Commission respectfully requests that City Council remove Mr. Shaun Page from his appointment as a Commissioner due to demonstrated nonfeasance of office in his continual absences from regular Commission meetings from January 2022 to the present.

This removal is prescribed under the City's Charter, Section 5.3, "Vacancies in Office," the office of Commissioner is assumed to be vacant when a Commissioner misses four (4) consecutive regular meetings, or 25% of the regular meetings in any fiscal year, when such absences are not excused.

Pursuant to City Charter Section 5.4, the removal of such officer shall be made by the City Council only after a hearing. The hearing shall afford an opportunity to the officer, in person or by attorney, to be heard in the officer's defense, to cross-examine witnesses and to present testimony. If such officer shall neglect to appear at such hearing and answer such charges, the failure to do so may be deemed cause for removal. A majority vote of the members of the Council in office at the time, exclusive of any member whose removal is being considered, shall be required for any such removal.

Mr. Page was given opportunity to resign of his own accord and has been informed of the matter being brought before City Council upon this date, February 27, 2023.

RECOMMENDED ACTION: Approval for the Removal of Shaun Page from the Beautification Commission.

PART II - CODE OF ORDINANCES
Chapter 2 - ADMINISTRATION
ARTICLE V. - BOARDS AND COMMISSIONS
DIVISION 2. BEAUTIFICATION ADVISORY COMMISSION

DIVISION 2. BEAUTIFICATION ADVISORY COMMISSION

Sec. 2-171. Creation.

There is hereby created a beautification advisory commission for the city.

(Ord. No. 83-64.01, § 1.01, 6-6-83)

Sec. 2-172. Composition.

The beautification advisory commission shall be composed of nine (9) electors of the city.

(Ord. No. 83-64.01, § 2.02, 6-6-83; Ord. No. 95-64.02, Pt. I, 5-15-95; Ord. 96-64.03, Pt. I, 2-5-96)

Sec. 2-173. Appointment, terms of members.

The members of the beautification advisory commission shall be appointed by the council. Following the initial appointments, all subsequent commission terms shall be for three (3) years.

(Ord. No. 83-64.01, § 3.01, 6-6-83)

Sec. 2-174. Compensation of members.

The members of the beautification advisory commission shall serve without compensation.

(Ord. No. 83-64.01, § 4.01, 6-6-83)

Sec. 2-175. Chairman.

The beautification advisory commission shall elect its own chairman for a term of one (1) year.

(Ord. No. 83-64.01, § 5.01, 6-6-83)

Sec. 2-176. Appointment of committees.

The beautification advisory commission may set up committees and appoint to such committees, persons not members of the commission. Such appointees, at the time of their appointment, shall be employed by or associated with a firm or business located within the city or shall be electors of the city.

(Ord. No. 83-64.01, § 6.01, 6-6-83)

Sec. 2-177. Meetings.

The beautification advisory commission shall hold at least one (1) regular meeting each month. It shall adopt rules for transaction of business and shall keep records of its resolutions and recommendations, which records shall be a public record.

Ord. No. 83-64.01, § 7.01, 6-6-83)

State law reference(s)—Open meetings act, MCL 15.261 et seq.; freedom of information act, MCL 15.231 et seq.

Sec. 2-178. Staff assistance.

The city manager shall be responsible for providing necessary staff assistance to serve the beautification advisory commission as in his opinion he may deem necessary.

Ord. No. 83-64.01, § 8.01, 6-6-83)

Sec. 2-179. Funding.

Funds may be appropriated for the beautification advisory commission to defray its expenses. Such appropriation shall be made at the discretion of the council.

(Ord. No. 83-64.01, § 9.01, 6-6-83)

Sec. 2-180. Functions.

The beautification advisory commission shall perform the following and/or advise the council concerning any and all of the following matters:

- (1) Consider and propose programs which would improve the physical appearance of the community and implement such programs as may be approved by the council;
- (2) Annually organize and carry out a shortterm campaign to encourage citizen participation in activities designed to beautify the city;
- (3) Consider and advise the council on such other matters as may be referred to the commission by the council.

(Ord. No. 83-64.01, § 10.01, 6-6-83)

Secs. 2-181—2-190. Reserved.

Neighborhood Entryway Enhancement Matching Grant Program - 2023

0 = project does not meet this criterion

1 = project partially meets the criterion

2 = project fully meets the criterion

Criteria	Subdivision			
	Camden Court	Knightsbridge Gate	Oberlin	Ashbury Park
1. Subdivision is more than 10 years old				
2. Improves safety				
3. Reduces environmental impact				
4. Improvement from the existing conditions				
5. Positive impact along visible areas of the city				
6. Permanent physical improvement and is not on-going or routine maintenance				
7. Proposed costs appear reasonable				
8. Use of sustainable materials				
Total Points				

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	fjellias@sbcglobal.net	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	epatton@landarc.com	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	HANRAHANL@KSMANAGEMENT.ORG	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	khurramabbas@gmail.com	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

Comments from Engineering:

Camden Court

- no work proposed in right-of-way (ROW)
- There is an 8" water main running through the parcel. No trees should be planted within 5-feet of the water main.

Knightsbridge Gate

- Knightsbridge Blvd is a private road, so no ROW permit required.
- No objections to work proposed.

Oberlin

- Need more clarification on where plantings are proposed, in center islands or just on sides near wall signs?
- Only some of the roads in this subdivision have been accepted as public, so ROW permit only needed if work is proposed in center island of Oberlin Blvd entrance.

Ashbury Park

- ROW permit needed from the City for work in center islands.
- No objections to work proposed.

Comments from Landscape Architect/Community Development:

Asbury Park: LANDSCAPING ONLY

- While the tree replacements are pretty much a maintenance issue, they would be improvements over what was there before.
- Additional color would improve the appearance of the entry.
- I'm surprised at how low their operating balance is, but it looks like they could cover the cost until reimbursement. They didn't provide a real balance sheet so they may have other assets.
- Staff Supports

Camden Court: LANDSCAPING ONLY

- Application would benefit from a photo of the existing conditions, but they do seem to have a case for the proposed work.
- It would be preferable to not use burning bushes as they are somewhat invasive.
- Subdivision is relatively old.
- They're replacing evergreens with deciduous canopy trees, which may not look right at the start, but they may need to replace the evergreens down the road as they appear to be Austrian pines, which are susceptible to a disease going around.
- Staff Supports

Knightsbridge Gate: SIGN ONLY

- The sign does seem to be in poor condition.
- It would be more helpful to show their balance sheet for the entire year of 2022 versus one month – it's hard to tell what's going on there but it seems like they can afford it and pay for it before reimbursement.

- It's not clear what the materials of the new sign will be, and whether they would be any more durable/long-lasting in good condition than the cedar – that should be a goal of it.
- Staff Supports but it would like confirmation that the materials of the new sign would be durable long term.

Oberlin: LANDSCAPING ONLY

- Application does not include any actual landscape plans, only a proposal with plant lists and costs for what they propose to do.
- Oberlin is a very new subdivision, and I don't see any need for this project – the entries are not bare, old or in poor condition
- Staff does not support

Application Questions

1

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

2

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

3

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

e. N/A

f.

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

Oberlin Condominium Association

Balance Sheet as of 1/27/2023

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

Oberlin Condominium Association

Balance Sheet as of 12/31/2022

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



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

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

QUOTE: Oberlin North Entrance

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

Oberlin South Entrance

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

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

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

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

Terms/Conditions

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

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



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

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

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

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

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

Your project may require specialized and/or heavy equipment to meet the specifications. The Company will not be held responsible for any damage that may occur on your property based on our proper use of this equipment. This includes, but is not limited to, septic fields/tanks, driveways, and any underground wires, including buried pet fences. We do, however, use plywood protection systems, where possible, over driveways, lawns, and sidewalks, to mitigate any potential damage. With your signature below, you are giving the Company permission to use this equipment on your property and understand that it is your responsibility to identify any underground wires that Miss Dig may not point out. The company will take responsibility for calling Miss Dig to mark the property.

Unless otherwise stated, the Client will be responsible for obtaining all required municipal and/or state-required permits tied to the scope of work above and for paying any permit-related fees. The Company can assist you in completing/submitting any permit applications.

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

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

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



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

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

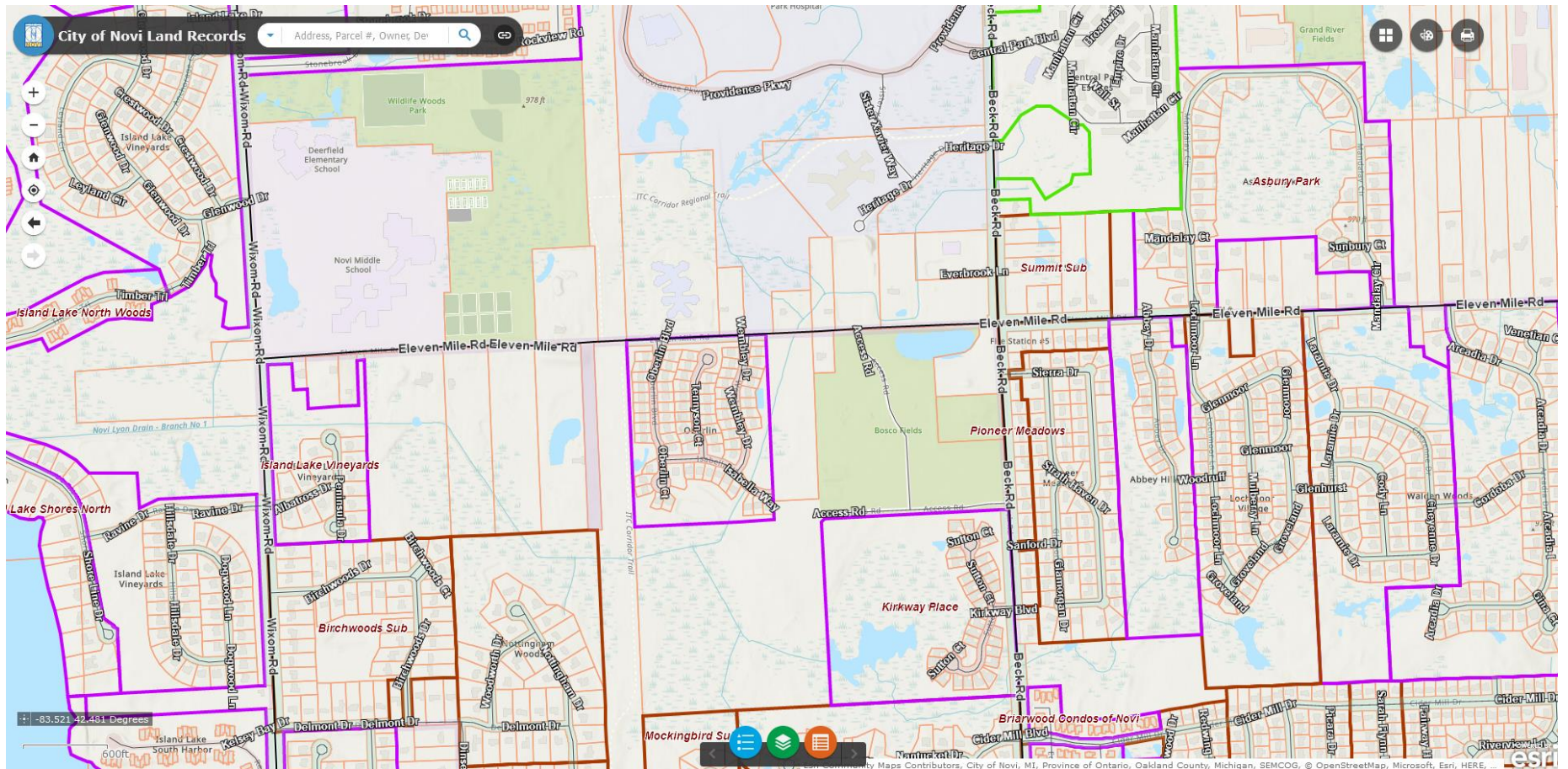
Agreed to and accepted by:

Signature

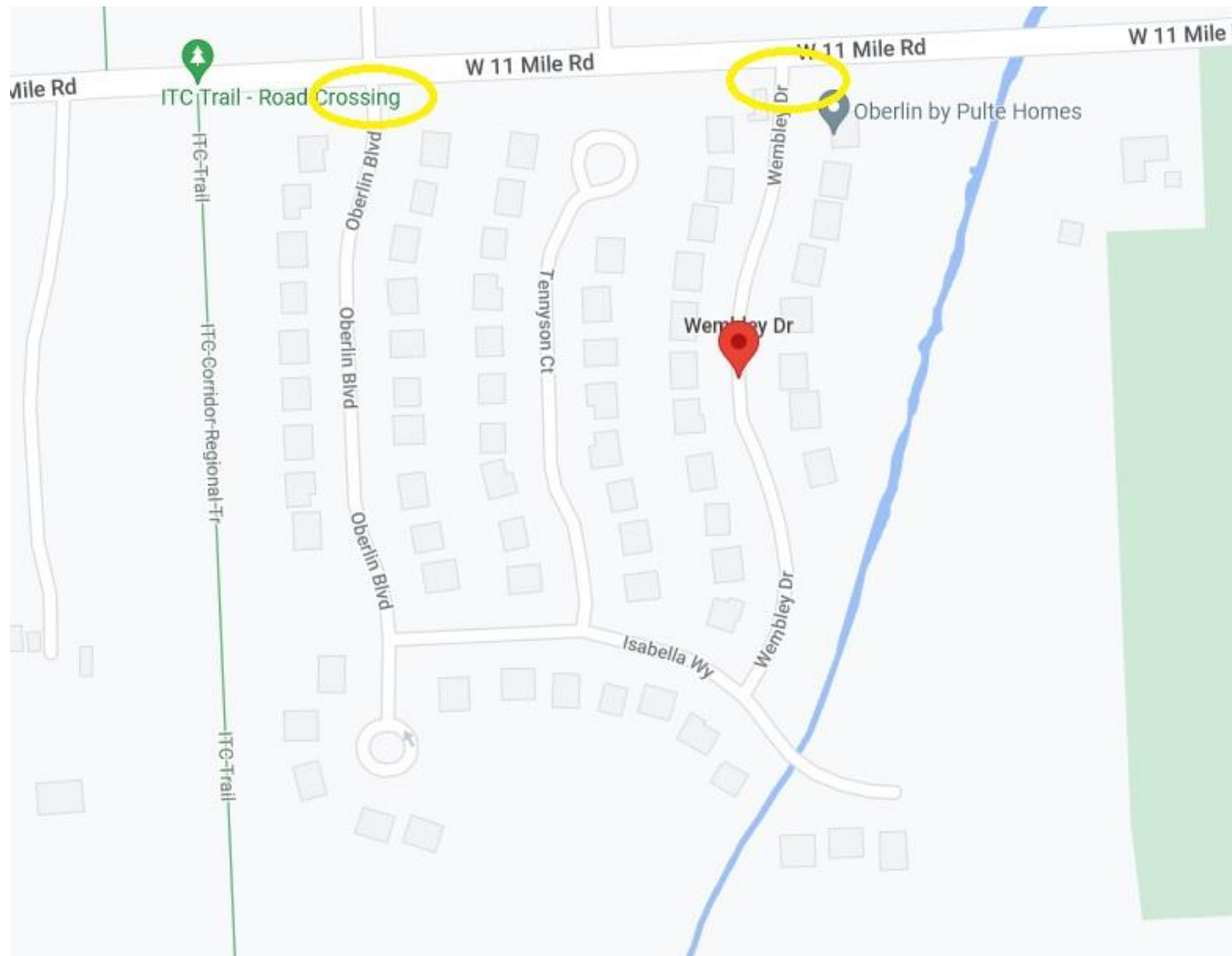
Printed Name

Date

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



Oberlin as shown on city map



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



Entrance 1



Entrance 2

Oberlin Condominium Association

2023 Approved Annual Budget

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

-

Oberlin Condominium Association

2023 Approved Annual Budget

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

Oberlin Condominium Association

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

	Current Period			Year To Date			Annual 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

Contracted Services							
80026 - Management Contract	720.00	720.00	-	720.00	720.00	-	8,834.40
83005 - Street Light Contract	-	408.33	408.33	-	408.33	408.33	4,900.00
85000 - Pond Maint 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
Total Contracted Services	720.00	3,285.00	2,565.00	720.00	3,285.00	2,565.00	33,684.40

General & Administrative							
80000 - Postage & Copies	-	62.50	62.50	-	62.50	62.50	750.00
80014 - Meetings & Community	-	-	-	-	-	-	450.00
80016 - Legal Fees - Collections	-	50.00	50.00	-	50.00	50.00	225.00
80017 - Legal Fees - General	-	250.00	250.00	-	250.00	250.00	250.00
80018 - CPA Audit/Tax	-	-	-	-	-	-	750.00
80021 - Technology Fee	250.00	20.83	(229.17)	250.00	20.83	(229.17)	250.00
93002 - Property & Liability Insurance	-	650.00	650.00	-	650.00	650.00	650.00
93012 - License & Permits	-	1.67	1.67	-	1.67	1.67	20.00
Total General & Administrative	250.00	1,035.00	785.00	250.00	1,035.00	785.00	3,345.00

Repairs & Maintenance							
86000 - Common Area - Maintenance	-	369.47	369.47	-	369.47	369.47	4,433.60
86001 - Pest Control	-	22.50	22.50	-	22.50	22.50	270.00
86005 - Plant & Tree Replacment	-	125.00	125.00	-	125.00	125.00	1,500.00
86015 - Seed/Mulch	-	187.50	187.50	-	187.50	187.50	2,250.00
86019 - Irrigation System Maintenance	-	62.50	62.50	-	62.50	62.50	750.00
Total Repairs & Maintenance	-	766.97	766.97	-	766.97	766.97	9,203.60

Utilities							
88006 - Electric	42.03	62.50	20.47	42.03	62.50	20.47	750.00
88008 - Water - Landscape	-	458.33	458.33	-	458.33	458.33	5,500.00
Total Utilities	42.03	520.83	478.80	42.03	520.83	478.80	6,250.00

Reserve							
91002 - Reserve Contribution	342.00	342.00	-	342.00	342.00	-	4,104.00
Total Reserve	342.00	342.00	-	342.00	342.00	-	4,104.00

Oberlin Condominium Association

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

	Current Period			Year To Date			Annual 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

Contracted Services							
80026 - Management Contract	720.00	720.00	-	8,080.00	8,640.00	560.00	8,640.00
83005 - Street Light Contract	-	-	-	4,762.32	4,740.00	(22.32)	4,740.00
85000 - Pond Maint 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
Total Contracted Services	2,950.00	3,010.00	60.00	42,742.38	39,330.00	(3,412.38)	39,330.00

General & Administrative							
80000 - Postage & Copies	85.98	150.00	64.02	747.92	985.00	237.08	985.00
80004 - Misc. - Admin	-	-	-	125.00	-	(125.00)	-
80014 - Meetings & Community	-	-	-	382.37	450.00	67.63	450.00
80016 - Legal Fees - Collections	-	-	-	60.00	225.00	165.00	225.00
80017 - Legal Fees - General	-	-	-	171.00	250.00	79.00	250.00
80018 - CPA Audit/Tax	-	-	-	1,500.00	750.00	(750.00)	750.00
80021 - Technology Fee	-	-	-	250.00	-	(250.00)	-
81000 - Website	-	35.00	35.00	150.00	420.00	270.00	420.00
93002 - Property & Liability Insurance	677.00	-	(677.00)	1,255.00	650.00	(605.00)	650.00
93012 - License & Permits	-	-	-	25.00	120.00	95.00	120.00
Total General & Administrative	762.98	185.00	(577.98)	4,666.29	3,850.00	(816.29)	3,850.00

Repairs & Maintenance							
86000 - Common Area - Maintenance	-	-	-	410.00	1,000.00	590.00	1,000.00
86001 - Pest Control	-	-	-	-	270.00	270.00	270.00
86005 - Plant & Tree Replacment	-	-	-	4,000.00	2,500.00	(1,500.00)	2,500.00
86015 - Seed/Mulch	-	-	-	405.00	6,500.00	6,095.00	6,500.00
86019 - Irrigation System Maintenance	-	-	-	-	1,250.00	1,250.00	1,250.00
Total Repairs & Maintenance	-	-	-	4,815.00	11,520.00	6,705.00	11,520.00

Utilities							
88006 - Electric	100.01	55.00	(45.01)	763.27	660.00	(103.27)	660.00

Oberlin Condominium Association

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

	Current Period			Year To Date			Annual 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
	Income		
4000	Association Fee (348 Units)	\$ 292,603	\$ 70.07
4225	Key Fees	\$ 200	\$ 0.05
4710	Late Fees & Interest	\$ (1,500)	\$ (0.36)
4810	Compliance Fines	\$ 250	\$ 0.06
4900	Interest Earned - Operating Accounts	\$ 90	\$ 0.02
	Total Operating Income	\$ 291,643	\$ 69.84
	Expense		
	<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
	Sub-total	\$ 12,270	\$ 2.94
	<u>Insurance</u>		
5400	Insurance Premiums	\$ 7,144	\$ 1.71
	Sub-total	\$ 7,144	\$ 1.71
	<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
	Sub-total	\$ 21,900	\$ 5.24
	<u>Landscaping</u>		
6110	General Grounds Maintenance	\$ 11,000	\$ 2.63
	Sub-total	\$ 11,000	\$ 2.63
	<u>Operations</u>		
6300	Permits & Licenses	\$ 20	\$ 0.005
	Sub-total	\$ 20	\$ 0.00
	<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
	Sub-total	\$ 59,602	\$ 14.27
	<u>Repair & 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
	Sub-total	\$ 19,300	\$ 4.62
	<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
	Sub-total	\$ 35,657	\$ 8.54
	Total Operating Expense	\$ 166,893	\$ 39.96
	<u>Other Expenses</u>		
9105	Reserve Contribution Expense	\$ 124,750	\$ 29.87
	Sub-total	\$ 124,750	\$ 29.87
	Total Operating Expense	\$ 291,643	\$ 69.84
	Total Operating Income / (Loss)	\$ -	\$ -
	QUARTERLY ASSOCIATION FEES	\$ 210	

Balance Sheet Report

Knightsbridge Gate Association

As of November 30, 2022

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

Balance Sheet Report

Knightsbridge Gate Association

As of November 30, 2022

	<u>Balance Nov 30, 2022</u>	<u>Balance Oct 31, 2022</u>	<u>Change</u>
<u>Liabilities</u>			
Prepaid Assessments			
2550 - Prepaid Assessments	11,459.60	8,344.60	3,115.00
Total Prepaid Assessments	<u>11,459.60</u>	<u>8,344.60</u>	<u>3,115.00</u>
Total Liabilities	<u>44,257.48</u>	<u>396,091.76</u>	<u>(351,834.28)</u>
<u>Owners' Equity</u>			
Owners Equity - Prior Years			
3000 - Owners Equity - Prior Years	405,492.20	405,492.20	0.00
Total Owners Equity - Prior Years	<u>405,492.20</u>	<u>405,492.20</u>	<u>0.00</u>
Total Owners' Equity	<u>405,492.20</u>	<u>405,492.20</u>	<u>0.00</u>
 Net Income / (Loss)	 <u>(21,612.24)</u>	 <u>(9,677.21)</u>	 <u>(11,935.03)</u>
Total Liabilities and Equity	<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	Product: Miscellaneous Description: OPTION B - 35" x 95" x 12" DOUBLE SIDED HDU BOX SIGN WITH CURVED TOP - BLACK FACE WITH GOLD LETTERING - TO FIT OVER EXISTING BRACKETS - ATTACHED TO STRUCTURE WITH WELDED ALUMINUM FRAME • Quantity: 1 • Side(s): Single Sided • Product Code: SMS-MISC. • Height: 35 in Width: 95 in	1	\$7,700.00	\$7,700.00	\$7,700.00

		Quantity	Price	Unit Price	Subtotal
2	Product: Installation/Removal/Labor/Service Description: Installation/Removal/Labor/Service Installation of above listed face, removal of old face, labor to sand and paint existing cross bars • Quantity: 1 • Side(s): Single Sided • Product Code: SMS-Install. • Height: 0 in Width: 0 in • Background Color: Not Assigned Foreground Color: Not Assigned Font: Not Assigned	1	\$1,500.00	\$1,500.00	\$1,500.00

		Quantity	Price	Unit Price	Subtotal
3	Product: SMS - Permits Description: Permits and acquisition fees additional as required by city. Price will be updated on the invoice when cost from city are received. • Quantity: 1 • Side(s): Single Sided • Product Code: SMS - Permits • Height: 0 in Width: 0 in • Background Color: Not Assigned Foreground Color: Not Assigned Font: Not Assigned	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

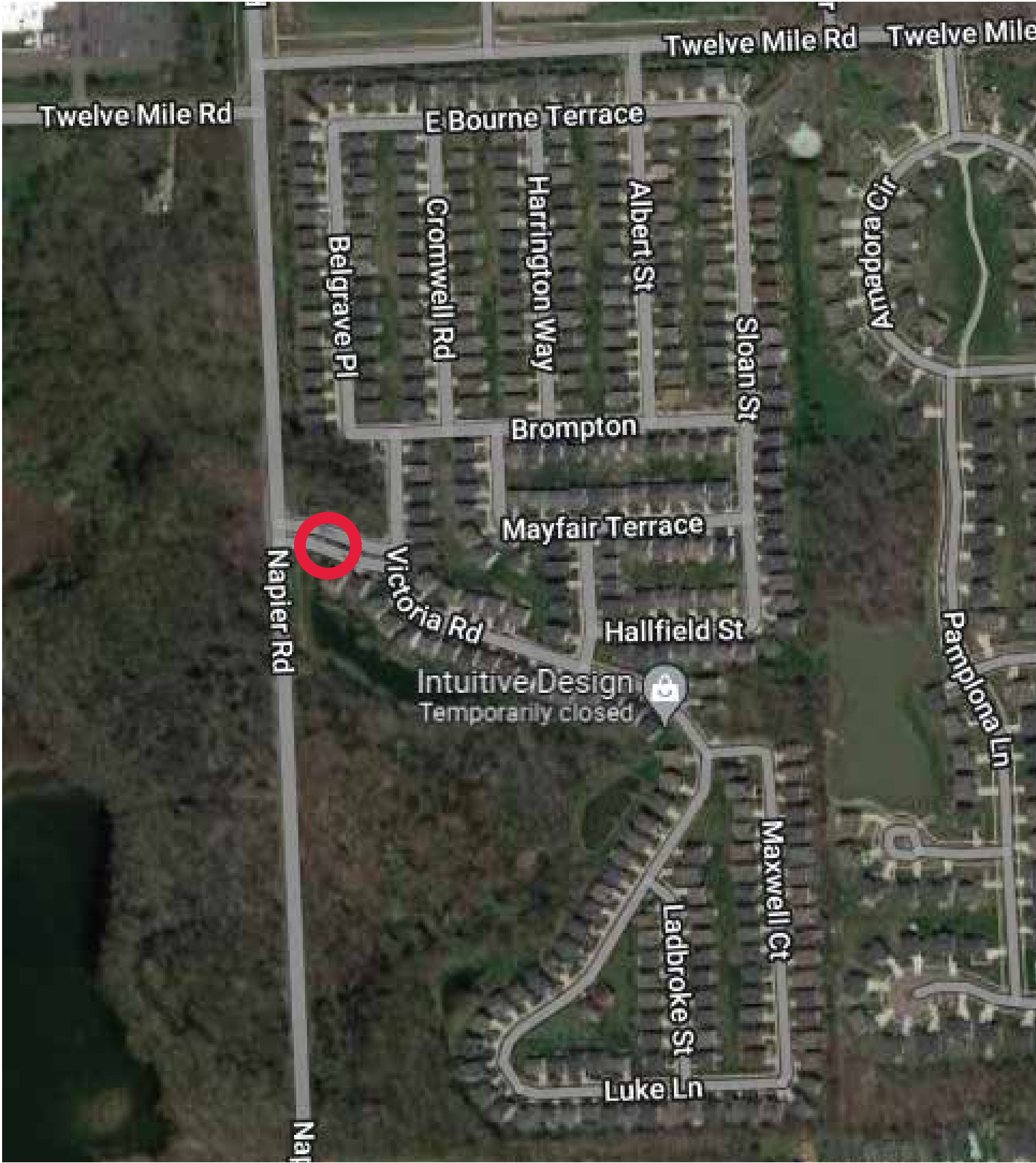
- 35" X 98.5" DOUBLE SIDED HDU BOX SIGN
- BLACK FACE WITH GOLD LETTERING
- TO FIT OVER EXISTING BRACKETS
- ATTACHED TO STRUCTURE WITH WELDED ALUMINUM FRAME

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:



2022 Development Map Index

City of Novi, Michigan

LEGEND

- CEMS
- Civic Center
- Court
- DPS
- Fire Station
- Hospital
- Ice
- Library
- Meadowbrook Activities Center
- Police Station
- Post Office
- Recycling
- School
- Suburban Collection Showplace

Example:

Section Number

Development Number

04	03	02	01
18	17	16	15
19	20	21	22
30	29	28	27
31	32	33	34

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

MAP INTERPRETATION NOTICE

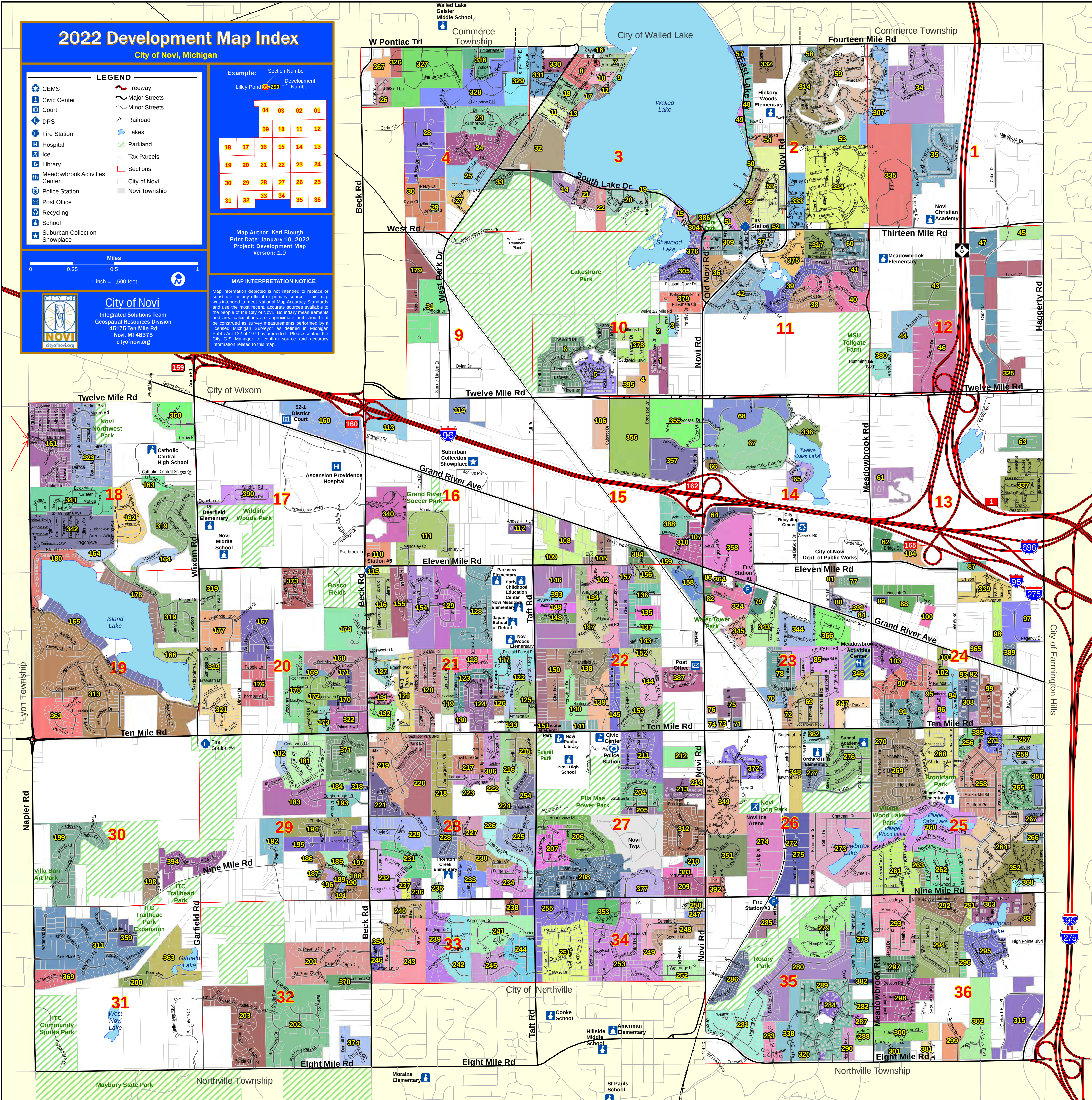
Map information depicted is not intended to replace or substitute for any official or primary source. This map was prepared to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 332 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

0 0.25 0.5 1

Miles

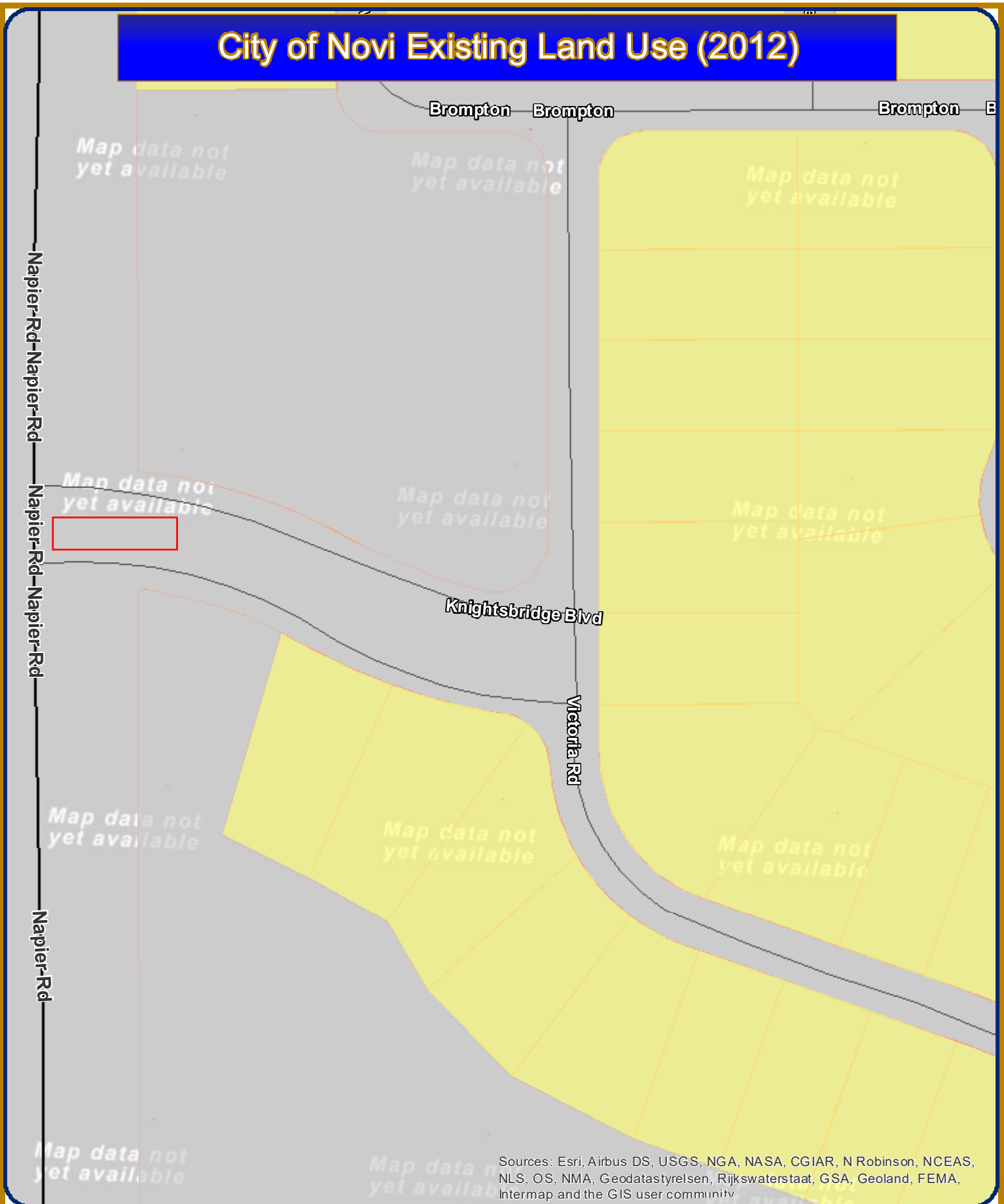
1 inch = 1,500 feet

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



Alphabetical List of Developments										Developments by Map Reference Number														
24300 Novi Road Professional Condo	23-76	Broadmoor Park Sub No 1	28-219	Grand Court, The	3-300	Mary's Orchard Sub	15-105	Preserve at Island Lake, The	19-361	Turnberry Estates	36-302	1	Carlton Forest I	70	Meadowbrook Glens Sub No 4	142	CedarSpring Estates Sub No 1	211	Orchard Ridge Estates No 1	286	Riverbidge Condos	360	Berkshire Points	360
Autumn Park Sub No 1	28-221	Broadmoor Park Sub No 2	28-221	Greenwood Oaks Sub No 1	20-172	Mary's Orchard Sub	15-105	Preserve at Island Lake, The	19-361	Turnberry Estates	36-302	2	Carlton Forest II	71	Gordon Industrial Sub	143	Settler's Creek	212	Hampton Woods Sub No 1	287	Pine Hollow Sub	361	Preserve at Island Lake, The	361
Autumn Park Sub No 2	28-222	Broadmoor Park Sub No 3	28-220	Greenwood Oaks Sub No 2	20-169	Meadowbrook Commons	13-62	Railroad Sub	22-158	Tuscan Reserve	32-203	3	Charnell Fen Condo	72	Brookhaven	144	Church Crossing Sub No 2	213	Arrow Pine Condos	288	Mirabella Estates	362	Orchard Hills North	362
Autumn Park Sub No 3	28-223	Brookhaven	23-72	Greenwood Oaks Sub No 3	20-170	Meadowbrook Commons	13-62	Regency Centre	24-97	Twelve Mile Crossing at Fountain Wall	15-356	4	Stonering Office Park Condo of Novi	73	Kern Industrial Sub	145	CedarSpring Estates Sub No 2	214	Herdgate Office Complex	289	Country Place Condos	363	Deer Run Residential Area	363
Autumn Park Sub No 4	28-224	Brookhaven	23-72	Greenwood Oaks Sub No 4	20-168	Meadowbrook Commons	13-62	Ridgeview of Novi	26-372	Twelve Mile Crossing at Fountain Wall	15-356	5	Stonering Office Park Condo of Novi	74	Vantage Pointe Commercial	146	Murus Sub	215	Adelington No 2	290	Normandy Hills Estates Condo	364	Novi Pavilion	364
Autumn Park Sub No 5	28-225	Brookhaven	23-72	Greenwood Oaks Sub No 5	20-167	Meadowbrook Commons	13-62	River Oaks Sub	26-349	Valencia Oaks No 1	14-68	6	Townes at Liberty Park, The	75	West 30 Condo	147	CedarSpring Estates Sub No 4	217	Adelington No 4	291	Sunrise Sub	365	Tributary of Novi Commercial Condominium	365
Autumn Park Sub No 6	28-226	Brookhaven	23-72	Greenwood Oaks Sub No 6	20-166	Meadowbrook Commons	13-62	Kidwileridge Condos	25-286	Valencia Oaks No 2	14-69	7	Liberty Park	76	Liberty Park	148	Talk Knolls II	218	Adelington No 5	292	Whispering Meadows Sub No 1	366	Huntley Manor Apartments	366
Autumn Park Sub No 7	28-227	Brookhaven	23-72	Greenwood Oaks Sub No 7	20-165	Meadowbrook Commons	13-62	Roma Ridge	21-120	Valencia Estates	20-322	8	Lake Wall Sub	77	West 30 Condo	149	Westpark Glens Sub No 3	219	Adelington No 6	293	Whispering Meadows Sub No 2	367	Huntley Manor Apartments	366
Autumn Park Sub No 8	28-228	Brookhaven	23-72	Greenwood Oaks Sub No 8	20-164	Meadowbrook Commons	13-62	Royal Crown Estates No 1	28-225	Valencia Pointe	29-371	9	North Haven Woods	78	Valencia Pointe Commercial Condo	23-74	Westpark Glens Sub No 2	220	Adelington No 7	294	Whispering Meadows Sub No 3	368	Shillington Village of Novi	367
Autumn Park Sub No 9	28-229	Brookhaven	23-72	Greenwood Oaks Sub No 9	20-163	Meadowbrook Commons	13-62	Royal Crown Estates No 2	28-226	Valencia Pointe Commercial Condo	23-74	10	John Hawthorn's Sub No 2	79	Marque Corporate Center	23-75	Westpark Glens Sub No 1	221	Adelington No 8	295	Whispering Meadows Sub No 4	369	Chamberlain Crossings	368
Autumn Park Sub No 10	28-230	Brookhaven	23-72	Greenwood Oaks Sub No 10	20-162	Meadowbrook Commons	13-62	Royal Crown Estates No 3	28-227	Vasilikos Estates	29-192	11	Stonering Office Park Condo of Novi	80	Marque Corporate Center	23-76	Westpark Glens Sub No 2	222	Adelington No 9	296	Whispering Meadows Sub No 5	370	Chamberlain Crossings	368
Autumn Park Sub No 11	28-231	Brookhaven	23-72	Greenwood Oaks Sub No 11	20-161	Meadowbrook Commons	13-62	Royal Crown Estates No 4	28-228	Vasilikos Estates	29-192	12	Superior's Plat No 1	79	Marque Corporate Center	23-77	Westpark Glens Sub No 3	223	Adelington No 10	297	Whispering Meadows Sub No 6	371	Chamberlain Crossings	368
Autumn Park Sub No 12	28-232	Brookhaven	23-72	Greenwood Oaks Sub No 12	20-160	Meadowbrook Commons	13-62	Royal Crown Estates No 5	28-229	Vasilikos Estates	29-192	13	Bentley Sub	80	Marque Corporate Center	23-78	Westpark Glens Sub No 4	224	Adelington No 11	298	Whispering Meadows Sub No 7	372	Chamberlain Crossings	368
Autumn Park Sub No 13	28-233	Brookhaven	23-72	Greenwood Oaks Sub No 13	20-159	Meadowbrook Commons	13-62	Royal Crown Estates No 6	28-230	Vasilikos Estates	29-192	14	Lilly Pond	81	Marque Corporate Center	23-79	Westpark Glens Sub No 5	225	Adelington No 12	299	Whispering Meadows Sub No 8	373	Chamberlain Crossings	368
Autumn Park Sub No 14	28-234	Brookhaven	23-72	Greenwood Oaks Sub No 14	20-158	Meadowbrook Commons	13-62	Royal Crown Estates No 7	28-231	Vasilikos Estates	29-192	15	Walled Lake Shores	82	Marque Corporate Center	23-80	Westpark Glens Sub No 6	226	Adelington No 13	300	Whispering Meadows Sub No 9	374	Chamberlain Crossings	368
Autumn Park Sub No 15	28-235	Brookhaven	23-72	Greenwood Oaks Sub No 15	20-157	Meadowbrook Commons	13-62	Royal Crown Estates No 8	28-232	Vasilikos Estates	29-192	16	Windward Bay Condos	83	Marque Corporate Center	23-81	Westpark Glens Sub No 7	227	Adelington No 14	301	Whispering Meadows Sub No 10	375	Chamberlain Crossings	368
Autumn Park Sub No 16	28-236	Brookhaven	23-72	Greenwood Oaks Sub No 16	20-156	Meadowbrook Commons	13-62	Royal Crown Estates No 9	28-233	Vasilikos Estates	29-192	17	Shops of Gateway Village of Westpark	84	Marque Corporate Center	23-82	Westpark Glens Sub No 8	228	Adelington No 15	302	Whispering Meadows Sub No 11	376	Chamberlain Crossings	368
Autumn Park Sub No 17	28-237	Brookhaven	23-72	Greenwood Oaks Sub No 17	20-155	Meadowbrook Commons	13-62	Royal Crown Estates No 10	28-234	Vasilikos Estates	29-192	18	Summit Ridge Sub	85	Marque Corporate Center	23-83	Westpark Glens Sub No 9	229	Adelington No 16	303	Whispering Meadows Sub No 12	377	Chamberlain Crossings	368
Autumn Park Sub No 18	28-238	Brookhaven	23-72	Greenwood Oaks Sub No 18	20-154	Meadowbrook Commons	13-62	Royal Crown Estates No 11	28-235	Vasilikos Estates	29-192	19	Superior's Repeat of Lots 142 - 144 of Midemere Park	86	Marque Corporate Center	23-84	Westpark Glens Sub No 10	230	Adelington No 17	304	Whispering Meadows Sub No 13	378	Chamberlain Crossings	368
Autumn Park Sub No 19	28-239	Brookhaven	23-72	Greenwood Oaks Sub No 19	20-153	Meadowbrook Commons	13-62	Royal Crown Estates No 12	28-236	Vasilikos Estates	29-192	20	Midemere Park	87	Marque Corporate Center	23-85	Westpark Glens Sub No 11	231	Adelington No 18	305	Whispering Meadows Sub No 14	379	Chamberlain Crossings	368
Autumn Park Sub No 20	28-240	Brookhaven	23-72	Greenwood Oaks Sub No 20	20-152	Meadowbrook Commons	13-62	Royal Crown Estates No 13	28-237	Vasilikos Estates	29-192	21	Valencia Oaks No 1	88	Marque Corporate Center	23-86	Westpark Glens Sub No 12	232	Adelington No 19	306	Whispering Meadows Sub No 15	380	Chamberlain Crossings	368
Autumn Park Sub No 21	28-241	Brookhaven	23-72	Greenwood Oaks Sub No 21	20-151	Meadowbrook Commons	13-62	Royal Crown Estates No 14	28-238	Vasilikos Estates	29-192	22	Valencia Oaks No 2	89	Marque Corporate Center	23-87	Westpark Glens Sub No 13	233	Adelington No 20	307	Whispering Meadows Sub No 16	381	Chamberlain Crossings	368
Autumn Park Sub No 22	28-242	Brookhaven	23-72	Greenwood Oaks Sub No 22	20-150	Meadowbrook Commons	13-62	Royal Crown Estates No 15	28-239	Vasilikos Estates	29-192	23	Valencia Oaks No 3	90	Marque Corporate Center	23-88	Westpark Glens Sub No 14	234	Adelington No 21	308	Whispering Meadows Sub No 17	382	Chamberlain Crossings	368
Autumn Park Sub No 23	28-243	Brookhaven	23-72	Greenwood Oaks Sub No 23	20-149	Meadowbrook Commons	13-62	Royal Crown Estates No 16	28-240	Vasilikos Estates	29-192	24	Valencia Oaks No 4	91	Marque Corporate Center	23-89	Westpark Glens Sub No 15	235	Adelington No 22	309	Whispering Meadows Sub No 18	383	Chamberlain Crossings	368
Autumn Park Sub No 24	28-244	Brookhaven	23-72	Greenwood Oaks Sub No 24	20-148	Meadowbrook Commons	13-62	Royal Crown Estates No 17	28-241	Vasilikos Estates	29-192	25	Valencia Oaks No 5	92	Marque Corporate Center	23-90	Westpark Glens Sub No 16	236	Adelington No 23	310	Whispering Meadows Sub No 19	384	Chamberlain Crossings	368
Autumn Park Sub No 25	28-245	Brookhaven	23-72	Greenwood Oaks Sub No 25	20-147	Meadowbrook Commons	13-62	Royal Crown Estates No 18	28-242	Vasilikos Estates	29-192	26	Valencia Oaks No 6	93	Marque Corporate Center	23-91	Westpark Glens Sub No 17	237	Adelington No 24	311	Whispering Meadows Sub No 20	385	Chamberlain Crossings	368
Autumn Park Sub No 26	28-246	Brookhaven	23-72	Greenwood Oaks Sub No 26	20-146	Meadowbrook Commons	13-62	Royal Crown Estates No 19	28-243	Vasilikos Estates	29-192	27	Valencia Oaks No 7	94	Marque Corporate Center	23-92	Westpark Glens Sub No 18	238	Adelington No 25	312	Whispering Meadows Sub No 21	386	Chamberlain Crossings	368
Autumn Park Sub No 27	28-247	Brookhaven	23-72	Greenwood Oaks Sub No 27	20-145	Meadowbrook Commons	13-62	Royal Crown Estates No 20	28-244	Vasilikos Estates	29-192	28	Valencia Oaks No 8	95	Marque Corporate Center	23-93	Westpark Glens Sub No 19	239	Adelington No 26	313	Whispering Meadows Sub No 22	387	Chamberlain Crossings	368
Autumn Park Sub No 28	28-248	Brookhaven	23-72	Greenwood Oaks Sub No 28	20-144	Meadowbrook Commons	13-62	Royal Crown Estates No 21	28-245	Vasilikos Estates	29-192	29	Valencia Oaks No 9	96	Marque Corporate Center	23-94	Westpark Glens Sub No 20	240	Adelington No 27	314	Whispering Meadows Sub No 23	388	Chamberlain Crossings	368
Autumn Park Sub No 29	28-249	Brookhaven	23-72	Greenwood Oaks Sub No 29	20-143	Meadowbrook Commons	13-62	Royal Crown Estates No 22	28-246	Vasilikos Estates	29-192	30	Valencia Oaks No 10	97	Marque Corporate Center	23-95	Westpark Glens Sub No 21	241	Adelington No 28	315	Whispering Meadows Sub No 24	389	Chamberlain Crossings	368
Autumn Park Sub No 30	28-250	Brookhaven	23-72	Greenwood Oaks Sub No 30	20-142	Meadowbrook Commons	13-62	Royal Crown Estates No 23	28-247	Vasilikos Estates	29-192	31	Valencia Oaks No 11	98	Marque Corporate Center	23-96	Westpark Glens Sub No 22	242	Adelington No 29	316	Whispering Meadows Sub No 25	390	Chamberlain Crossings	368
Autumn Park Sub No 31	28-251	Brookhaven	23-72	Greenwood Oaks Sub No 31	20-141	Meadowbrook Commons	13-62	Royal Crown Estates No 24	28-248	Vasilikos Estates	29-192	32	Valencia Oaks No 12	99	Marque Corporate Center	23-97	Westpark Glens Sub No 23	243	Adelington No 30	317	Whispering Meadows Sub No 26	391	Chamberlain Crossings	368
Autumn Park Sub No 32	28-252	Brookhaven	23-72	Greenwood Oaks Sub No 32	20-140	Meadowbrook Commons	13-62	Royal Crown Estates No 25	28-249	Vasilikos Estates	29-192	33	Valencia Oaks No 13	100	Marque Corporate Center	23-98	Westpark Glens Sub No 24	244	Adelington No 31	318	Whispering Meadows Sub No 27	392	Chamberlain Crossings	368
Autumn Park Sub No 33	28-253	Brookhaven	23-72	Greenwood Oaks Sub No 33	20-139	Meadowbrook Commons	13-62	Royal Crown Estates No 26	28-250	Vasilikos Estates	29-192	34	Valencia Oaks No 14	101	Marque Corporate Center	23-99	Westpark Glens Sub No 25	245	Adelington No 32	319	Whispering Meadows Sub No 28	393	Chamberlain Crossings	368
Autumn Park Sub No 34	28-254	Brookhaven	23-72	Greenwood Oaks Sub No 34	20-138	Meadowbrook Commons	13-62	Royal Crown Estates No 27	28-251	Vasilikos Estates	29-192	35	Valencia Oaks No 15	102	Marque Corporate Center	23-100	Westpark Glens Sub No 26	246	Adelington No 33	320	Whispering Meadows Sub No 29	394	Chamberlain Crossings	368
Autumn Park Sub No 35	28-255	Brookhaven	23-72	Greenwood Oaks Sub No 35	20-137	Meadowbrook Commons	13-62	Royal Crown Estates No 28	28-252	Vasilikos Estates	29-192	36	Valencia Oaks No 16	103	Marque Corporate Center	23-101	Westpark Glens Sub No 27	247	Adelington No 34	321	Whispering Meadows Sub No 30	395	Chamberlain Crossings	368
Autumn Park Sub No 36	28-256	Brookhaven	23-72	Greenwood Oaks Sub No 36	20-136	Meadowbrook Commons	13-62	Royal Crown Estates No 29	28-253	Vasilikos Estates	29-192	37	Valencia Oaks No 17	104	Marque Corporate Center	23-102	Westpark Glens Sub No 28	248	Adelington No 35	322	Whispering Meadows Sub No 31	396	Chamberlain Crossings	368
Autumn Park Sub No 37	28-257	Brookhaven	23-72	Greenwood Oaks Sub No 37	20-135	Meadowbrook Commons	13-62	Royal Crown Estates No 30	28-254	Vasilikos Estates	29-192	38	Valencia Oaks No 18	105	Marque Corporate Center	23-103	Westpark Glens Sub No 29	249	Adelington No 36	323	Whispering Meadows Sub No 32	397	Chamberlain Crossings	368
Autumn Park Sub No 38	28-258	Brookhaven	23-72	Greenwood Oaks Sub No 38	20-134	Meadowbrook Commons	13-62	Royal Crown Estates No 31	28-255	Vasilikos Estates	29-192	39	Valencia Oaks No 19	106	Marque Corporate Center	23-104	Westpark Glens Sub No 30	250	Adelington No 37	324	Whispering Meadows Sub No 33	398	Chamberlain Crossings	368
Autumn Park Sub No 39	28-259	Brookhaven	23-72	Greenwood Oaks Sub No 39	20-133	Meadowbrook Commons	13-62	Royal Crown Estates No 32	28-256	Vasilikos Estates	29-192	40	Valencia Oaks No 20	107	Marque Corporate Center	23-105	Westpark Glens Sub No 31	251	Adelington No 38	325	Whispering Meadows Sub No 34	399	Chamberlain Crossings	368
Autumn Park Sub No 40	28-260	Brookhaven	23-72	Greenwood Oaks Sub No 40	20-132	Meadowbrook Commons	13-62	Royal Crown Estates No 33	28-257	Vasilikos Estates	29-192	41	Valencia Oaks No 21	108	Marque Corporate Center	23-106	Westpark Glens Sub No 32	252	Adelington No 39	326	Whispering Meadows Sub No 35	400	Chamberlain Crossings	368
Autumn Park Sub No 41	28-261	Brookhaven	23-72	Greenwood Oaks Sub No 41	20-131	Meadowbrook Commons	13-62	Royal Crown Estates No 34	28-258	Vasilikos Estates	29-192	42	Valencia Oaks No 22	109	Marque Corporate Center	23-107	Westpark Glens Sub No 33	253	Adelington No 40	327	Whispering Meadows Sub No 36	401	Chamberlain Crossings	368
Autumn Park Sub No 42	28-262	Brookhaven	23-72	Greenwood Oaks Sub No 42	20-130	Meadowbrook Commons	13-62	Royal Crown Estates No 35	28-259	Vasilikos Estates	29-192	43	Valencia Oaks No 23	110	Marque Corporate Center	23-108	Westpark Glens Sub No 34	254	Adelington No 41	328	Whispering Meadows Sub No 37	402	Chamberlain Crossings	368
Autumn Park Sub No 43	28-263	Brookhaven	23-72	Greenwood Oaks Sub No 43	20-129	Meadowbrook Commons	13-62	Royal Crown Estates No 36	28-260	Vasilikos Estates	29-192	44	Valencia Oaks No 24	111	Marque Corporate Center	23-109	Westpark Glens Sub No 35	255	Adelington No 42	329	Whispering Meadows Sub No 38	403	Chamberlain Crossings	368
Autumn Park Sub No 44	28-264	Brookhaven	23-72	Greenwood Oaks Sub No 44	20-128	Meadowbrook Commons	13-62	Royal Crown Estates No 37	28-261</															

City of Novi Existing Land Use (2012)



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 obtain source and accuracy information related to this map.



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

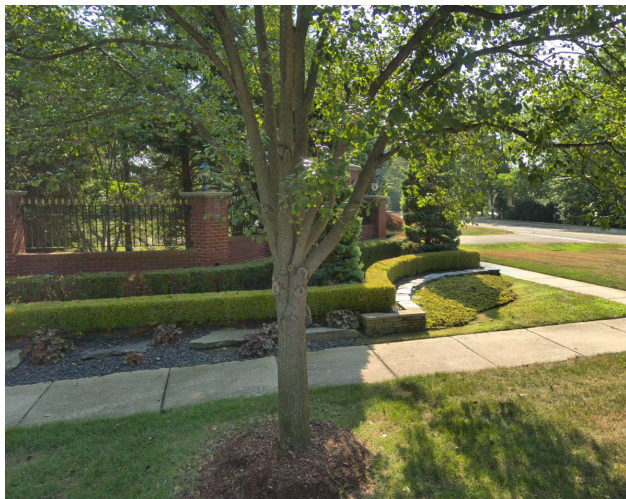


Night view of the West Entrance, decorative crab trees (the left one) would go right here in front of the column on the left between the Boxwoods.

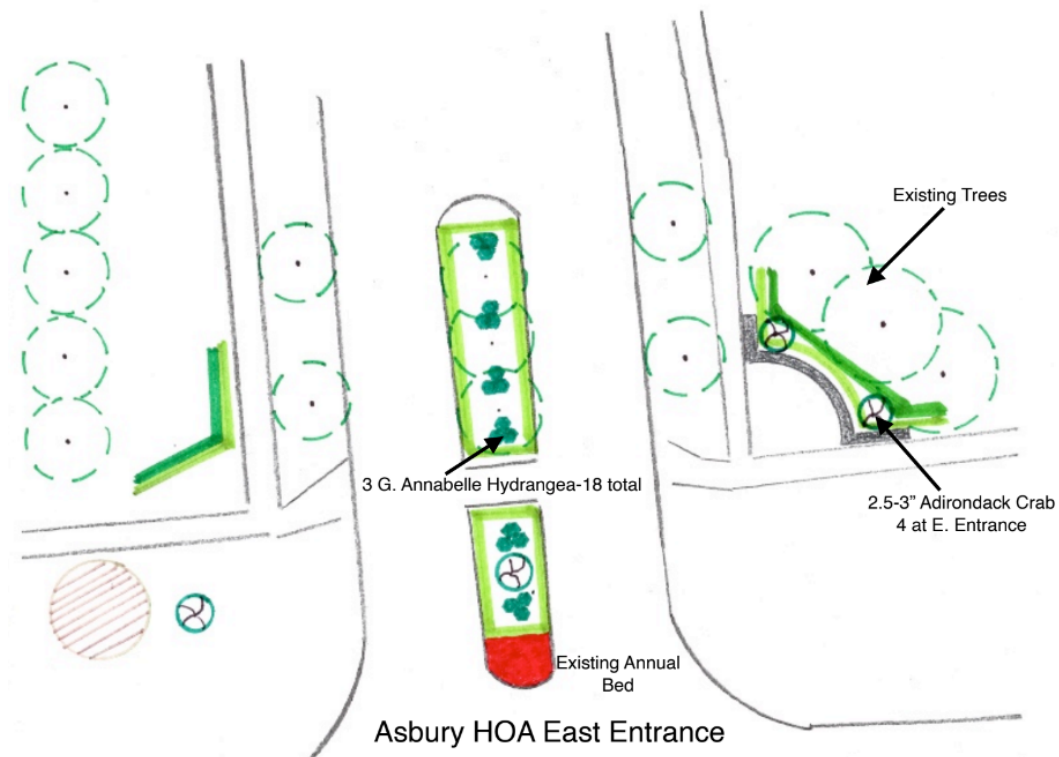
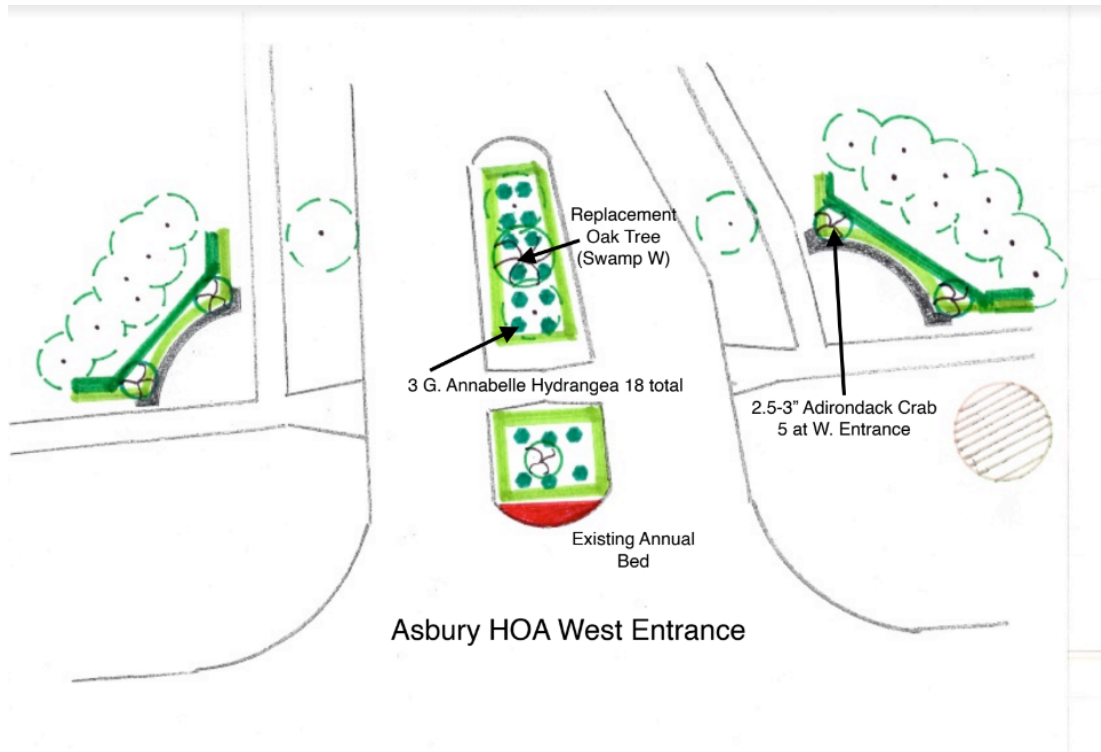




Center Island West and East Entrance - 18 Hydrangeas on both sides, evenly distributed and laid out. Note these are old pictures taken from google street views as it's snowy right now even though those recent snow pictures are also attached. On the left picture, the middle tree in the back island has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

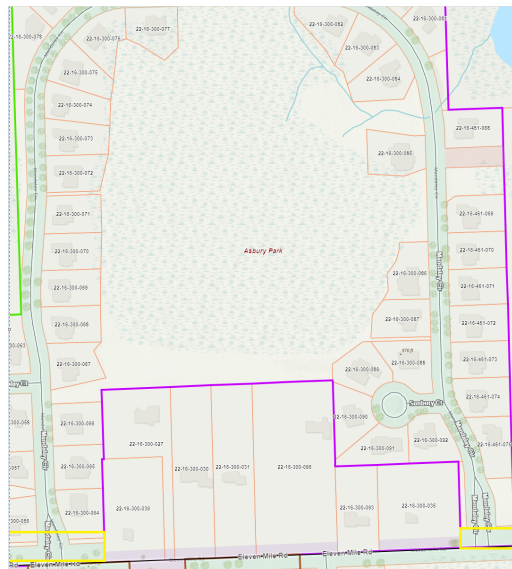


East Side - East Wall (Old picture from Google Maps street view (new pictures have snow in them but are also attached), the two spiral trees no longer exist creating a void), this is where the 2 crab trees are going (similar to the West Entrance).



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 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

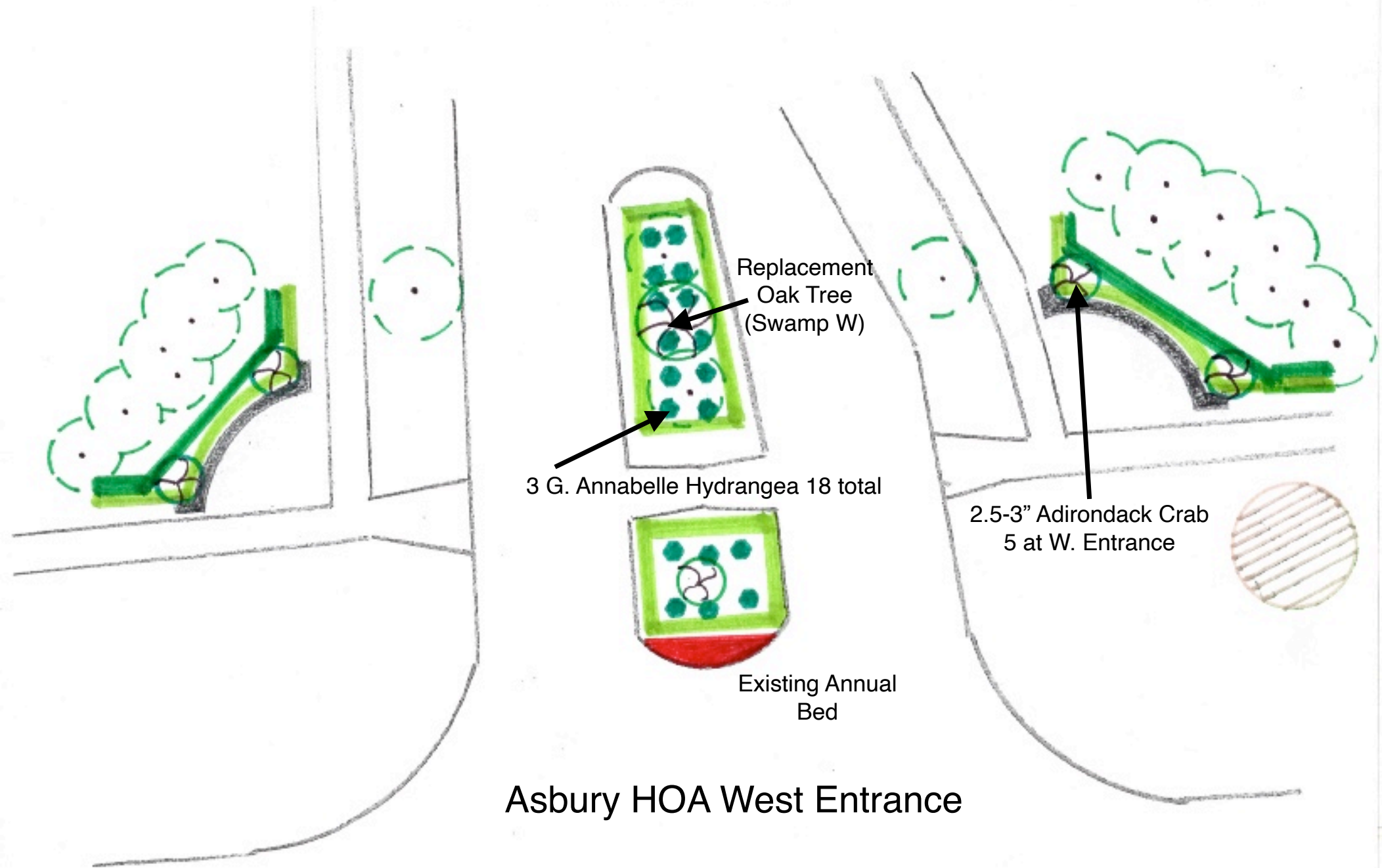
- Well-defined, scaled plans of the proposed project with complete plant lists and specifications of any lighting

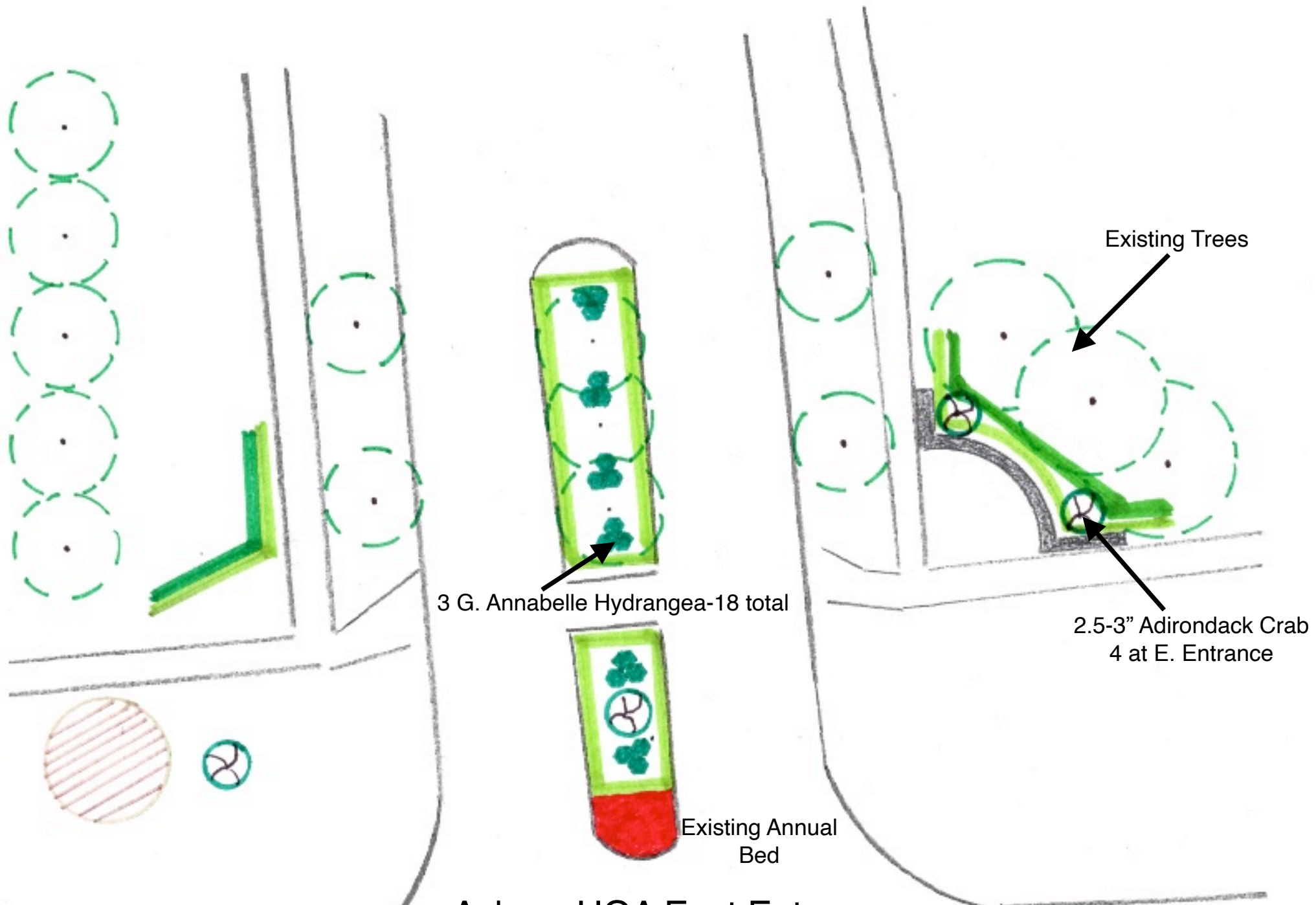
The pictures of the sub entrances in general are all attached (it was snowy but hopefully you can also utilize the older pictures in this document). Please note the older pictures (some of them taken from Google Maps Street View have old ornamental spiral trees that are no longer there, were removed 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

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

Begonia Brothers warrants the above plants to be disease and pest free at the time of delivery. Begonia Brothers' liability is limited to replacement of diseased and pest infested plants or refund of purchase price at Begonia Brothers option. The warranty described in this paragraph shall be in lieu of any other warranty expressed or implied, including but not limited to any implied warranty of 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
Budget | Variance | Actual | Year to Date (12 months)
Budget | Variance | Annual
Budget | Budget
Remaining |
|---|-------------------|--------------------------|-------------------|-------------------|------------------------------------|-------------------|------------------|---------------------|
| <u>Income</u> | | | | | | | | |
| Assessment Income | | | | | | | | |
| 4000 - Association Fees | 0.00 | 0.00 | 0.00 | 37,350.00 | 37,350.00 | 0.00 | 37,350.00 | 0.00 |
| Total Assessment Income | 0.00 | 0.00 | 0.00 | 37,350.00 | 37,350.00 | 0.00 | 37,350.00 | 0.00 |
| Other Income | | | | | | | | |
| 4810 - Compliance Fines | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 | 250.00 | 0.00 | (250.00) |
| Total Other Income | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 | 250.00 | 0.00 | (250.00) |
| Investment Income | | | | | | | | |
| 4900 - Interest Earned - Operating Accounts | 0.53 | 0.00 | 0.53 | 13.85 | 0.00 | 13.85 | 0.00 | (13.85) |
| 4904 - Perm Transfer Reserve Contribution | (2,705.00) | 0.00 | (2,705.00) | (2,705.00) | 0.00 | (2,705.00) | 0.00 | 2,705.00 |
| Total Investment Income | (2,704.47) | 0.00 | (2,704.47) | (2,691.15) | 0.00 | (2,691.15) | 0.00 | 2,691.15 |
| Total Operating Income | (2,704.47) | 0.00 | (2,704.47) | 34,908.85 | 37,350.00 | (2,441.15) | 37,350.00 | 2,441.15 |
| <u>Expense</u> | | | | | | | | |
| Administrative | | | | | | | | |
| 5015 - Bank Charges | 180.00 | 0.00 | 180.00 | 180.00 | 0.00 | 180.00 | 0.00 | (180.00) |
| 5030 - Coupon Costs | 87.30 | 123.75 | (36.45) | 571.50 | 123.75 | 447.75 | 123.75 | (447.75) |
| 5090 - Office Supplies | 80.95 | 6.00 | 74.95 | 488.71 | 70.00 | 418.71 | 70.00 | (418.71) |
| 5195 - Other Administrative Services | 0.00 | 54.00 | (54.00) | 609.50 | 650.00 | (40.50) | 650.00 | 40.50 |
| 5210 - Printing/Copying | 86.45 | 33.00 | 53.45 | 397.60 | 400.00 | (2.40) | 400.00 | 2.40 |
| 5215 - Postage | 48.81 | 9.00 | 39.81 | 249.61 | 110.00 | 139.61 | 110.00 | (139.61) |
| 7000 - Accounting/Audit | 0.00 | 0.00 | 0.00 | 100.00 | 200.00 | (100.00) | 200.00 | 100.00 |
| 7020 - Legal | 0.00 | 25.00 | (25.00) | 0.00 | 300.00 | (300.00) | 300.00 | 300.00 |
| Total Administrative | 483.51 | 250.75 | 232.76 | 2,596.92 | 1,853.75 | 743.17 | 1,853.75 | (743.17) |
| Insurance | | | | | | | | |
| 5400 - Insurance Premiums | 0.00 | 0.00 | 0.00 | 1,092.00 | 1,106.05 | (14.05) | 1,106.05 | 14.05 |
| Total Insurance | 0.00 | 0.00 | 0.00 | 1,092.00 | 1,106.05 | (14.05) | 1,106.05 | 14.05 |

Income Statement Report

Asbury Park

Operating

December 01, 2021 thru December 31, 2021

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

Income Statement Report Asbury Park Reserves

December 01, 2021 thru December 31, 2021

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

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

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

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

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

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

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

Income Statement Report

Asbury Park

Operating

December 01, 2022 thru December 31, 2022

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

Income Statement Report

Asbury Park

Operating

December 01, 2022 thru December 31, 2022

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

Income Statement Report

Asbury Park

Reserves

December 01, 2022 thru December 31, 2022

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

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

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

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

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

Spread Report
Asbury Park
Reserves
2023 Budget- Approved

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



Associa®

Kramer-Triad Management Group, L.L.C.

Ann Arbor • Novi • Troy

December 28, 2020

Asbury Park Homeowner's Association

RE: 2021 Budget & Payment Coupon.

Dear Co-owner,

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

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

NOTE: Convenience fees apply for this option.

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

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

Sincerely,

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

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

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

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

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

Bank Balance Report
As Of: Thu Jan 26, 2023

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

















11 Mile Rd
Mandalay Cir



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

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):

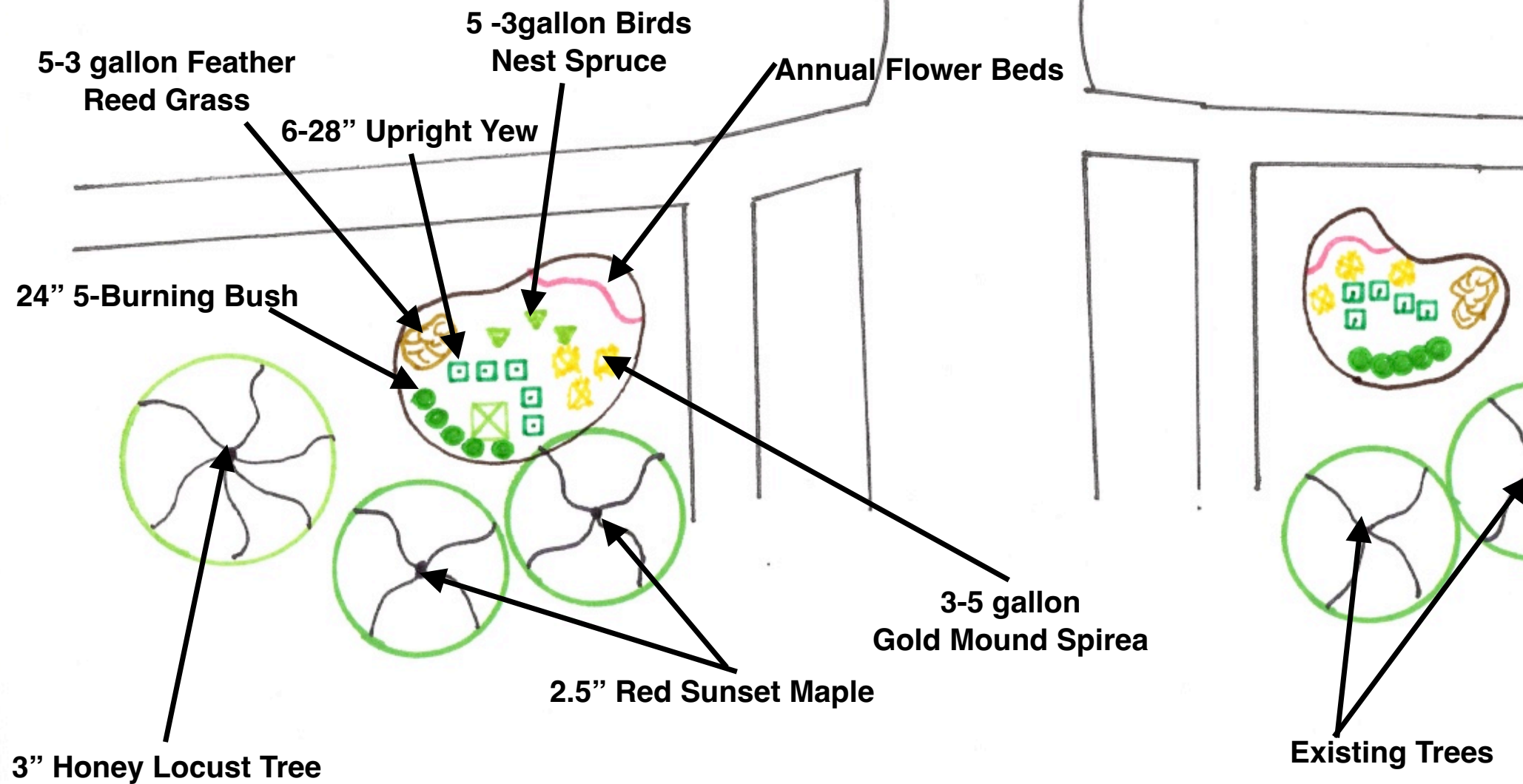
- a) Site preparation
- b) Upright Yew (6)
- c) Dense Yew (5)
- d) Burning Bush (10)
- e) Birds Nest Spruce (3)
- f) Gold Mound Spirea (6)
- g) Feather Reed Grass (10)
- h) Flats of annual flowers (12)
- i) Red Sunset Maple tree (2)
- j) Honey Locust tree (1)
- k) Mulch – Brown (8 yards)

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

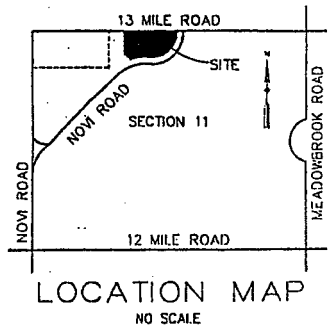
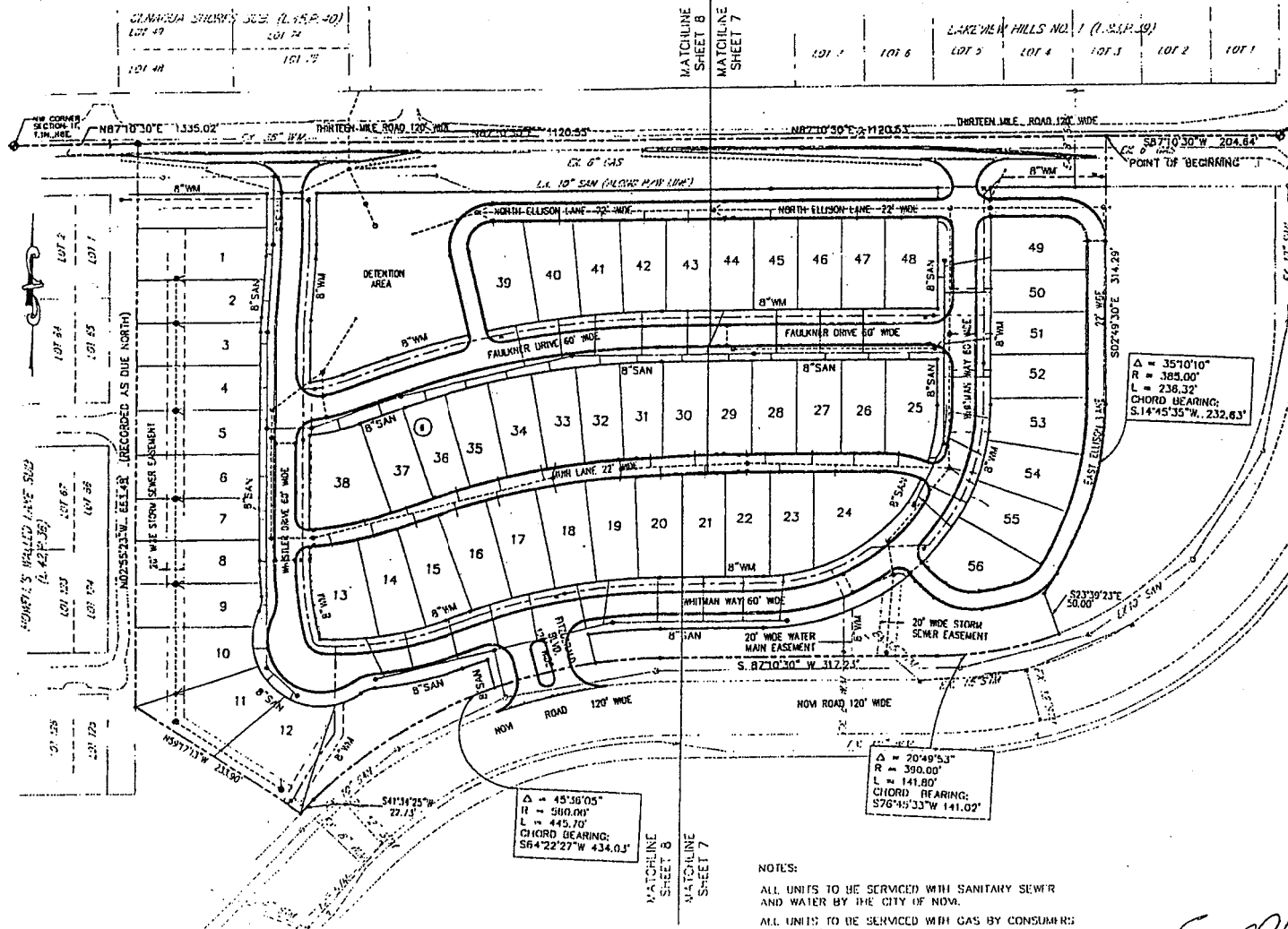
Email: info@begoniabrothers.com

| 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! | | | Total | \$8,613.00 |

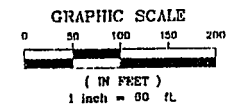
Begonia Brothers warrants the above plants to be disease and pest free at the time of delivery. Begonia Brothers' liability is limited to replacement of diseased and pest infested plants or refund of purchase price at Begonia Brothers option. The warranty described in this paragraph shall be in lieu of any other warranty expressed or implied, including but not limited to any implied warranty of 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

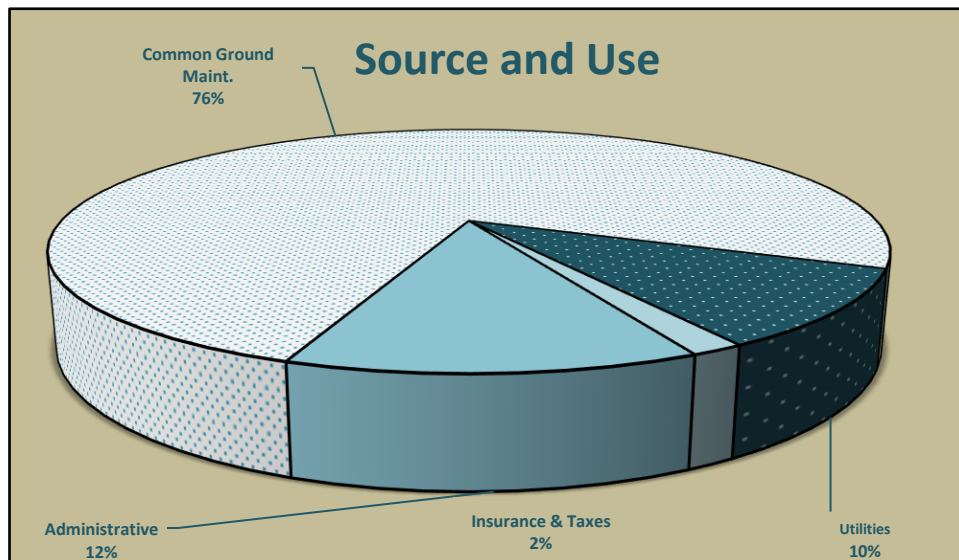
TOTAL Expense \$ 107,520.00

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)

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

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

| | |
|---------------------------------|-------------|
| Excess Revenue / Expense | \$ - |
|---------------------------------|-------------|

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 |
| | | | Budget | Variance | | Budget | Variance | |
| 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 |

MEMORANDUM



TO: PETE AUGER, CITY MANAGER
FROM: SHERYL WALSH-MOLLOY, DIRECTOR OF COMMUNICATIONS
SUBJECT: BEAUTIFICATION COMMISSION
DATE: AUGUST

The Novi Beautification Commission (NBC) would like to create a Gateway/Entryway sign sponsorship project. The project would allow local corporate entities, groups, and individuals to adopt one of Novi's "Welcome to Novi" signs. The project would encourage corporate entities to maintain the area surrounding the entryway signs and keep them tidy at certain identified, safe community entrances in the City for a minimum period of two years. In return for their sponsorship efforts, the City would recognize and acknowledge the spirit and generosity of such sponsorship through an appropriate, City-approved placement of the name of the entity on a sign or plaque to be placed near the gateway sign for a specified period of time as well as recognition on the City's website.

Corporate entities, groups, or individuals wishing to sponsor a Gateway sign would complete a **"Welcome to Novi Sign Adoption Program"** application and provide a plan for planting and/or upkeep of the area surrounding the sign. Plans should be practical, environmentally sound, and contribute to the surrounding ecosystem. A list of available signs would be available on the City's website along with the application. A draft application is attached. The City of Novi and the Novi Beautification Commission will review and approve applications. All plans must be approved prior to planting and other upkeep under consideration to ensure no foreign or invasive materials are present in the area surrounding the entry sign.

The NBC would like to implement this program by **November 1**, 2018 in order for corporate entities, groups, or individuals to have time to develop a plan and submit an application and approval to be received in time for the 2019 spring season.

C:



ADOPT-A-PARK SIGN APPLICATION

The Adopt-a-Park Sign volunteer program promotes partnerships between residents and city government to maintain and beautify our park entrance signs. Park entrance sign adopters can be individuals, neighborhood associations, community groups, school clubs, and local businesses. Volunteers will work with City staff and the Novi Beautification Commission to develop expectations and create a workplan.

The Adopt-a-Park Sign program is designed to be an opportunity for residents, businesses, and organizations to implement beautification projects involving plantings at park entrances. This program does not substitute the City of Novi's responsibility in maintaining parks. All parks are routinely inspected by the City's Parks Maintenance team. Plantings must be approved prior to purchase and installation and must not include any [known invasive species](#).

Adopt-a-Park sign sponsors will have a plaque displayed in their adopted park acknowledging their participation in the program. Applicants will receive confirmation and a certificate verifying park sign adoption upon application approval.

Completed applications can be returned to entrywaygrant@cityofnovi.org or mailed to the Novi Civic Center with attention to the Novi Beautification Commission. All projects must be reviewed by City Staff and the Novi Beautification Commission.

Park Name: _____

Application Date: _____

Adopting Resident/Organization Name: _____

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Text to Appear on Commemorative Plaque at Park: _____

Parks signs available:

ITC 2

ITC trail near signals

Villa Barr

Wildlife Woods

Bosco 2

Fuerst

Ella Mae Power 2

Novi Rd Cemetery

Rotary

Knapp Cemetery

Dog Park

Ice Arena

Pavilion Shore

Lakeshore 2

Connected to subdivisions:

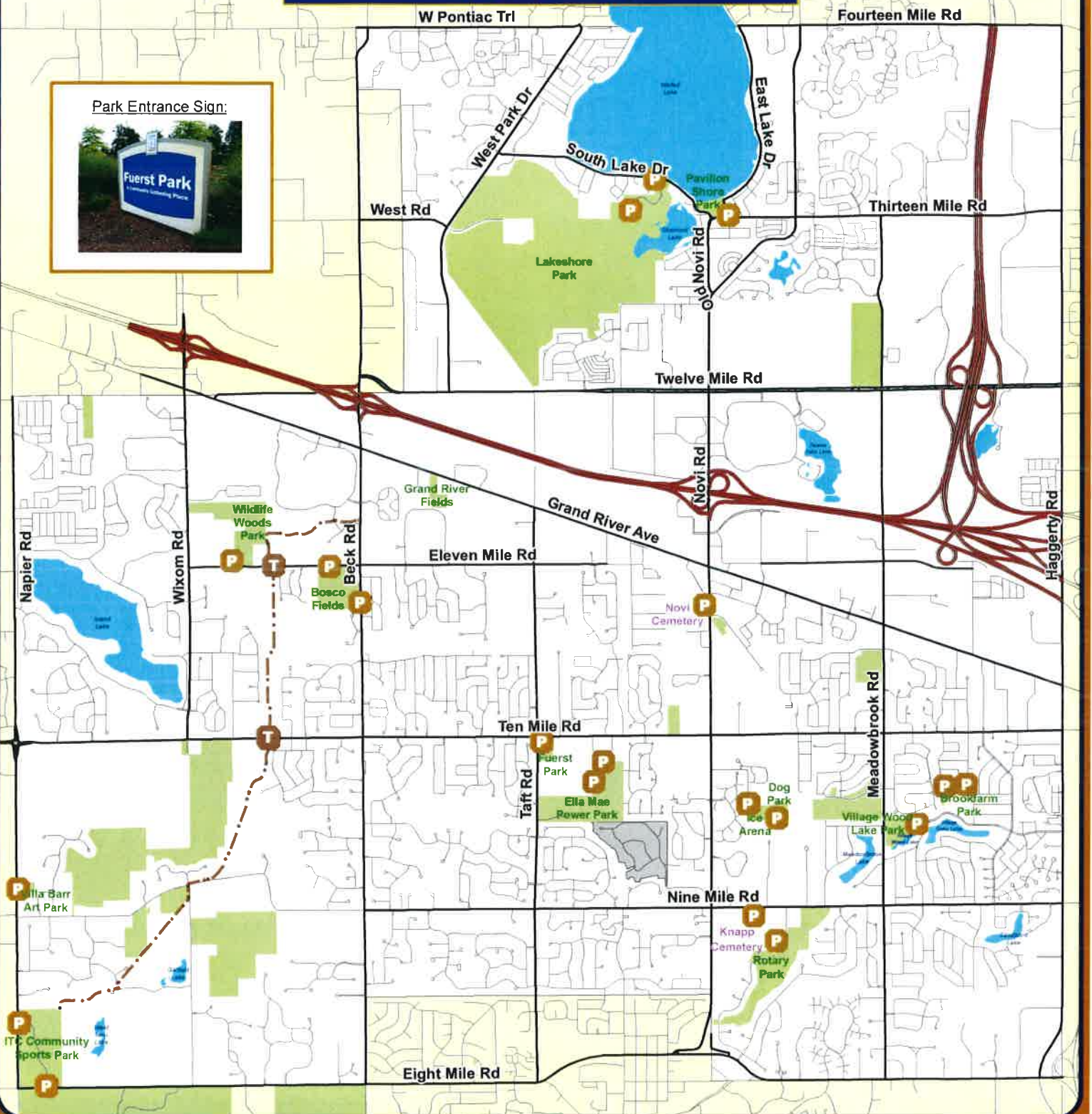
Village Wood Lake

Brookfarm

Park Entrance Signs

City of Novi, Michigan

Park Entrance Sign:



Map Author: Keri Blough
Date: February 6, 2020
Project: Park Entrance Signs
Version #: 3.0

MAP INTERPRETATION NOTICE

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

Map Legend

- Park Entrance Signs
- Trail Crossing
- ITC Trail
- Major Roads
- Minor Roads
- Highway
- Cemetery
- Parkland
- Lakes



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

Miles
0 0.25 0.5 1
1 inch = 4,200 feet

