



CITY OF NOVI CITY COUNCIL
APRIL 6, 2020

SUBJECT: Approval of the Beautification Commission's recommendation on the Neighborhood Entryway Enhancement Matching Grant Program to award the requested grant amount for the following neighborhoods upon successful completion of the entryway work depicted in the applications: Charneth Fen (\$3,274), Echo Valley (\$5,000), Greenwood Oaks (\$5,000), Lakewood Parkhomes (\$5,000), Meadowbrook Lake (\$5,000), South Lake Condominium (\$4,335).

SUBMITTING DEPARTMENT: City Manager, Community Relations

EXPENDITURE REQUIRED	\$27,609
AMOUNT BUDGETED	\$39,151 (FY 2020-21, includes rollover BA)
APPROPRIATION REQUIRED	\$0
LINE ITEM NUMBER	101-172.00-816.002

BACKGROUND INFORMATION: The idea for a neighborhood entryway enhancement matching grant program originated in 2013 after the City Council and the City Administration visited Fishers, Indiana, and learned of that community's program which offered subdivisions a matching grant for the beautification of neighborhood entrances.

From there, City staff developed a similar grant program- the Neighborhood Entryway Enhancement Matching Grant Program- which offers associations a 50/50 matching grant of up to \$5,000.00 for the beautification of neighborhood entrances through permanent physical improvements, such as the addition or rehabilitation of entrance signs, the construction of flower beds, the planting trees, the upgrading of lighting, and the installation of other related entryway improvements. The grant stipulations include: all improvements must be located on the perimeter of the neighborhood and visible from the public right-of-way; projects cannot include

recurring or maintenance improvement items; organizations are not eligible to be awarded a grant in consecutive years.

Eight applications were received before the deadline of February 1, 2019. City staff organized the applications for review by the Beautification Commission and provided the evaluation criteria. Project need, impact, feasibility, and sustainability were taken into consideration when assessing applications. Bonus points were awarded for those proposals that incorporated environmentally sound practices and sustainable elements, such as the use of native plants, LED lighting, and locally-sourced materials. Six of the eight applicants completed all requirements and are recommended for approval by City Council.

The Commission recommends the requested grant amounts be awarded to the following six neighborhoods:

- Charneth Fen (\$3,274)
- Echo Valley (\$5,000)
- Greenwood Oaks (\$5,000)
- Lakewood Parkhomes (\$5,000)
- Meadowbrook Lake (\$5,000)
- South Lake Condominium (\$4,335)

RECOMMENDED ACTION: Approval of the Beautification Commission's recommendation on the Neighborhood Entryway Enhancement Matching Grant Program to award the requested grant amount for the following neighborhoods upon successful completion of the entryway work depicted in the applications: Charneth Fen (\$3,274), Echo Valley (\$5,000), Greenwood Oaks (\$5,000), Lakewood Parkhomes (\$5,000), Meadowbrook Lake (\$5,000), South Lake Condominium (\$4,335).

**Neighborhood Entryway Enhancement
Matching Grant Program
Community Relations Department 2020**

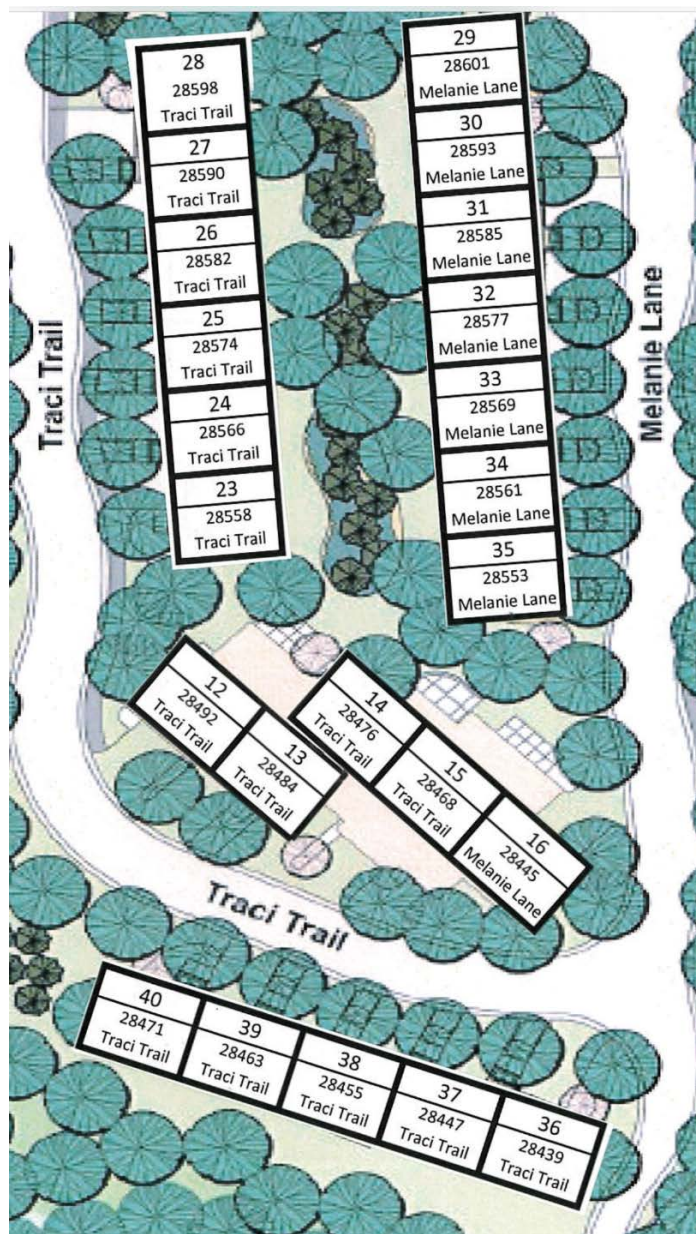
I. Applicant Information

Association's Name:	Charneth Fen
Age of Subdivision:	2005
First Time Applicant:	Yes
Project Leader:	Michael Gillis
Position within HOA:	Vice President
Address:	28593 Melanie Lane
Telephone:	734-788-2262
E-Mail:	gillismd@hotmail.com

II. Project Information

1. Provide a clear description of the project's plan and design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or photos of project area.

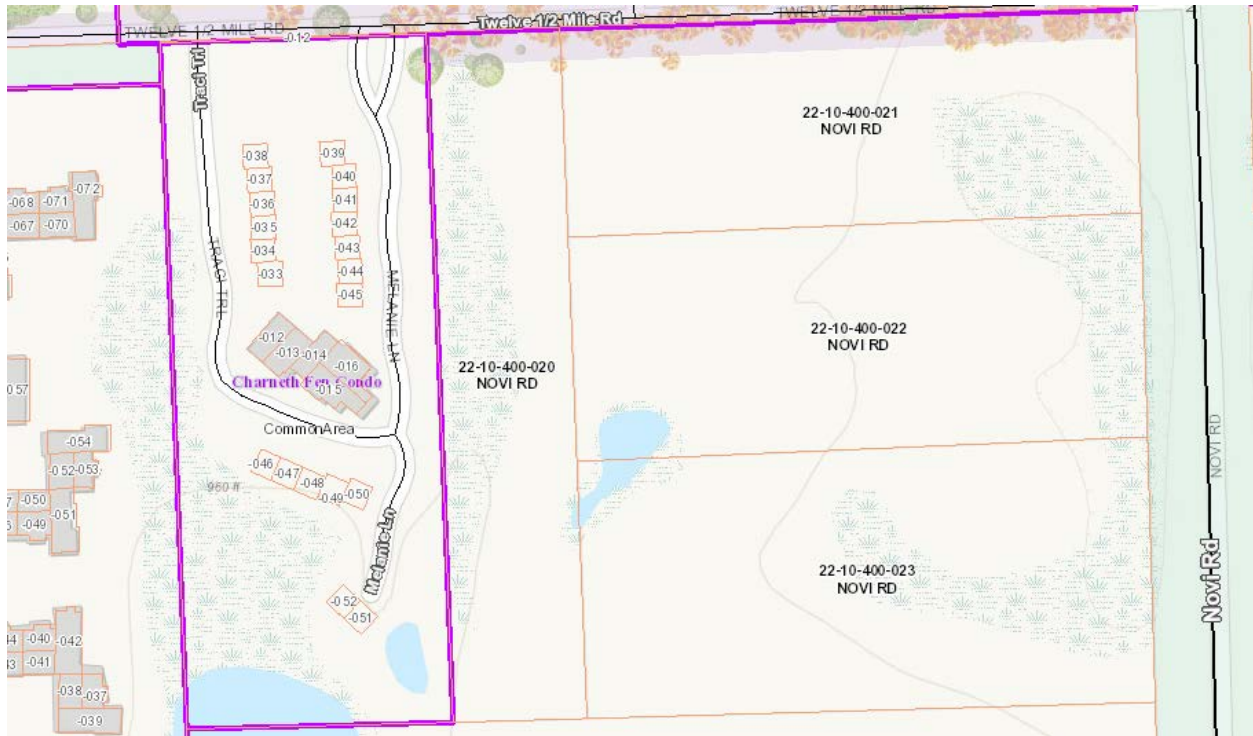
Charneth Fen
-83.480 42.501



The plan is to improve landscape for our entrance way which has two entries – Melanie Lane and Traci Trail. With the number of families in our community, we are trying to provide sustainable and long-lasting solution to our existing issues of lighting and our efforts to improve the entranceway. Located on the beginning of natural beauty road and being used by residents, walkers, bikers and animals that coexist here, we feel that our entrance way is not sufficiently lighted for safe use of the road. With our discussions with companies providing solar lighting, our initial investment now would be a good asset for our sustainable future and save on electricity bill. Moreover, this would be a support to the general public who would be commuting through this road especially in the evening ensuring safety well within the objective of the city of Novi. The landscape with native species would be more attractive, boosting the good effort of our community to support the city in maintaining the natural beauty road. A trend of planting wildflowers on solar sites could maintain habitat for disappearing bees and butterflies too!

The existing lighting provided by the builder, even after multiple attempts to fix them did not work effective. According to consultation provided by the electric/landscape companies, fixing this may need complete removal through boring and installation of new conduit which is even more expensive than installing solar lights. On the land scape part, we are greatly missing out on the flower beds which has been a request of our community residents especially the children. Our frequent visitors – deer, from the woods nearby, have found a great interest in our flowering plants leaving us only with shrubs and grasses. We are also planning to host a community planting event in the spring in order to involve our community in this effort. Solar would be a permanent solution and feel that solar would be best for our community.

2. Give the proposed project area's location. Please provide a written description of location, along with an attached map with location identified. City maps can be found on the City of Novi website at: <http://cityofnovi.org/Community/Map-Gallery.aspx>.



The proposed solar light and the landscape designed for our entrance ways on 12 ½ mile road – Melanie Lane and Traci Trail. The street is also used by bikers and walkers using Lake Shore Park biking trails, school bus stop for our community children and frequently visiting deer. The road also provides access to commuters using 12-mile road. A well-lit road ensures safety for our community and general public. The required materials – design, map with location is attached.



3. *Explain how the project meets the review criteria listed in the “Grant Selection Criteria & Evaluation Process” section.*

The average Michigan resident spends about 0.15 per kilowatt-hour (kWh) and uses about 665 kilowatts (kW) per month. With an average month's electric bill totaling \$96.95 it definitely makes sense to see if you can save money on power. Based on the price of electricity in Michigan (an average of 0.15 per kW) and amount of sun, solar power is 8% more cost effective than the rest of the nation. Some of us in community have installed solar lights in our driveway and deck and see that it can lighten up during the snowy evenings. This in a way provides clean energy adding more beauty and sustainability to our existing natural beauty road. This could be a landmark effort as a community contributing to the vision of the city of Novi. This is such a great local opportunity to make a global environmental difference and to be part of a sustainable solution. We hope to encourage the adoption of solar power and to do our part for the environment. The money savings is just a bonus. Native plants will provide an important food source for pollinating insects and wild birds as well as beautify the entrance.

“Naturalizing” portions of entrance way by replacing mown turf with native plants can reduce maintenance costs and increase wildlife habitat. It is an opportunity to reclaim land for pollinating species by replacing the usual grass or gravel at these sites with wildflowers that need insects to pollinate them, and that produce the nectar those insects eat. Despite a higher upfront cost to the project, we feel this can actually offer long-term savings. A technique to reduce deer browsing of landscape plants is to substitute less palatable species of plants for those that deer prefer to eat. Though no plants are totally resistant to deer browsing, some are less palatable to deer and are less likely to receive heavy damage. Some states in US are encouraging bills that encourages planting of native grasses and wildflowers in and around solar facilities. That way the projects not

only provide clean energy, but also support pollinators like hummingbirds, bees, and monarch butterflies.

4. *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 here, and attach written permission / approval from the necessary entity.*

The project definitely ensures positive impact on our community. Since our existing lighting has issues and out of the warranty period provided by the builder, we are at a crossroad to decide whether to go for changing the lights or solar. With the existing issues discussed above, solar option seems to be cheaper for our issues. Residents are very supportive as this would save our common lighting expense and utilize our HOA fee for other activities in the community.

5. *Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City's prohibited species list in section 9c of the City's Landscape Design Manual at [http://cityofnovi.org/Government/City-Services/Community-Development/Information-Requirements-Sheets,-Checklists,- Manua/LandscapeDesignManual.aspx](http://cityofnovi.org/Government/City-Services/Community-Development/Information-Requirements-Sheets,-Checklists,-Manua/LandscapeDesignManual.aspx)*

Coneflowers - Purple coneflowers are hardy, drought-tolerant, and long-blooming, and they are being cultivated in an ever-widening range of colors. Coneflowers are a type of echinacea, a native North American genus with about 10 species. Purple coneflower, or *Echinacea purpurea*, is by far the most popular variety of coneflower. They are fast growers and self-sow their seed profusely. These midsummer bloomers can flower from midsummer through fall frost! Trouble-free, coneflowers are drought-tolerant, once

established. They can take the heat! As native plants with prickly stems, they are more deer-resistant than most flowering plants.



Site A – Traci Trail Entrance



Site B & C – Melanie Lane Entrance





22

III. Funding Information

- a) Estimated total project costs:
 - a. Total Cost \$6548.68
- b) Who provided this cost estimate?
 - a. Name Rick's Outdoor Services
 - b. Contact 517-223-2300
- c) Total amount of fund requested
 - a. \$3274.34
- 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 additional cost: \$3274.34
- e) Total amount to be donated through in-kind donations and/or cash assistance: None
- f) Itemized cost/unit estimates:

Item	#Units	Cost/Unit	Total
Solar Light (Plus Installation)	2	\$2,750.00	\$4,500.00
Plants (Mixed Types Coneflowers)	40	\$21.95	\$878.00
Soil (Garden Soil)	10 Cubic Yards	\$40.00	\$400.00
Installation	40	\$10.00	\$400.00
Sub Total			\$6,178.00
MI Taxes			\$370.68
Grand Total			\$6,548.68

Attachments

Coneflower Quote

<https://www.monrovia.com/plant-catalog/plants/4985/sombrero-salsa-red-coneflower/>

Installation Quote

<https://www.englishgardens.com/landscaping/tree-and-shrub-planting-services>

2020

INCOME	
Assessment Income	\$ 82,500
TOTAL INCOME	82,500
EXPENSES	
ADMINISTRATIVE	
Administrative	100
Management Fee	6,000
Mailing Fee	100
Postage	100
Print/Reproduction	100
Filing Fees	20
Accounting Fees	250
Legal Fees	400
TOTAL ADMINISTRATIVE	7,070
INSURANCE/TAXES	
Liability & Property	8,375
Fidelity	187
Workers Comp.	575
TOTAL INSURANCE/TAXES	9,137
BUILDING MAINTENANCE	
Building	3,000
Pest Control	408
Plumbing	1,500
TOTAL BUILDING MAINTENANCE	4,908
GROUNDS MAINTENANCE	
Fertilization	2,000
Grounds	500
Irrigation	1,000
Lawn Care	10,000
Mulch	0
Snow Removal	13,000
Street Lighting	150
TOTAL GROUNDS MAINTENANCE	26,650
UTILITIES	
Electricity	400
Water & Sewer	18,500
TOTAL UTILITIES	18,900

TOTAL EXPENSES	<u>66,665</u>
TOTAL OPERATIONAL INCOME	<u>15,835</u>
RESERVE	
Reserve Expense	<u>15,250</u>
TOTAL RESERVE	15,250

2019

INCOME

Assessment Income	\$ 66,000
TOTAL INCOME	<u>66,000</u>

EXPENSES

ADMINISTRATIVE

Administrative	100
Management Fee	6,000
Mailing Fee	100
Postage	100
Print/Reproduction	100
Filing Fees	20
Accounting Fees	250
Legal Fees	400
TOTAL ADMINISTRATIVE	<u>7,070</u>

INSURANCE/TAXES

Liability & Property	8,375
Fidelity	187
Workers Comp.	575
TOTAL INSURANCE/TAXES	<u>9,137</u>

BUILDING MAINTENANCE

Building	3,000
Pest Control	408
Plumbing	1,500
TOTAL BUILDING MAINTENANCE	<u>4,908</u>

GROUNDS MAINTENANCE

Fertilization	2,000
Grounds	500
Irrigation	1,000
Lawn Care	10,000
Mulch	0
Snow Removal	10,000
Street Lighting	150
TOTAL GROUNDS MAINTENANCE	<u>23,650</u>

UTILITIES

Electricity	400
Water & Sewer	<u>18,500</u>
TOTAL UTILITIES	<u>18,900</u>
TOTAL EXPENSES	<u>63,665</u>
TOTAL OPERATIONAL INCOME	<u>2,335</u>
RESERVE	
Reserve Expense	<u>2,335</u>
TOTAL RESERVE	<u>2,335</u>

12/31/2019 11:21 AM	Charneth Fen Condominiums Balance Sheet 12/31/2019	Page: 1
PO Box 2148 Howell MI 48844		
<hr/>		
	ASSETS	
	Operational	
10000	Checking - CAB	<u>17,323.24</u>
	Total Operational	17,323.24
	Reserves	
10200	Reserve Account	<u>32,361.21</u>
	Total Reserves	32,361.21
	TOTAL ASSETS	<u><u>49,684.45</u></u>
	LIABILITIES	
11010	Prepaid Income	<u>4,565.00</u>
	TOTAL LIABILITIES	4,565.00
	EQUITY	
30400	Retained Earnings	38,414.45
	Current Year Ops.	<u>6,705.00</u>
	TOTAL EQUITY	45,119.45
	TOTAL LIABILITIES & EQUITY	<u><u>49,684.45</u></u>

RICK'S OUTDOOR SERVICES, LLC.

4233 N. Gregory Rd.
Fowlerville, Mi. 48836
517-223-2300

Charneth Fen

ESTIMATE	
Estimate 8379	Date 1/30/2020
Pricing Valid For Solar Lights	

Description	Qty	Cost	Total
Labor & Materials for Solar Lights at Both Entrances Walls...Fixtures to be Determined		4,500.00	4,500.00
Estimate Total			\$4,500.00



**Neighborhood Entryway Enhancement
Matching Grant
Application**

Due Date: Friday, February 1, 2019

I. Applicant Information

Association's Name: **ECHO VALLEY CIVIC ASSOCIATION**

Age of the subdivision: **64 years**

First-time Applicant: Yes No

If No, date of last application submitted:

Project Leader: **GINA VAN HORN & SUZANNE WEAVER**

Position within HOA/organization: **GINA - EVCA BOARD MEMBER
SUZANNE - FORMER EVCA TREASURER**

Address: **GINA - 23722 HEARTWOOD DR.
NOVI MI 48374
SUZANNE - 23851 HEARTWOOD DR.
NOVI MI 48374**

Telephone: **G 248-349-4152 S 248-320-2346** E-Mail: **G tgvh79@att.net S rb.weaver@att.net**

II. Project Information

If more space is required more than is given, answers to the questions below can be provided on separate sheets of paper.

- a. Provide a clear description of the project's plan and design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or photos of project area.

Presently, the 4 Echo Valley entranceways established 1957 located on the east & west sides of Lynwood & Woodham need updating/renovation to enhance the surrounding newer subdivisions and the nearby ITC path. The age of our subdivision does not diminish the fact that the 100 homeowners have large lots, mature trees and well-maintained homes. It is an inviting place to live. The design plan will retain the original signs which include metal artwork created by a long-time resident. The planting area will be updated with a raised hardscape enclosing flowering perennials and shrubs. Each of the 4 signs will be flanked by 5 new arborvitae. With 4 signs and 4 flowerbeds that need renovating, it is costly, especially with the removal and replacement of decades old trees which flank all 4 signs. Project plans are attached.

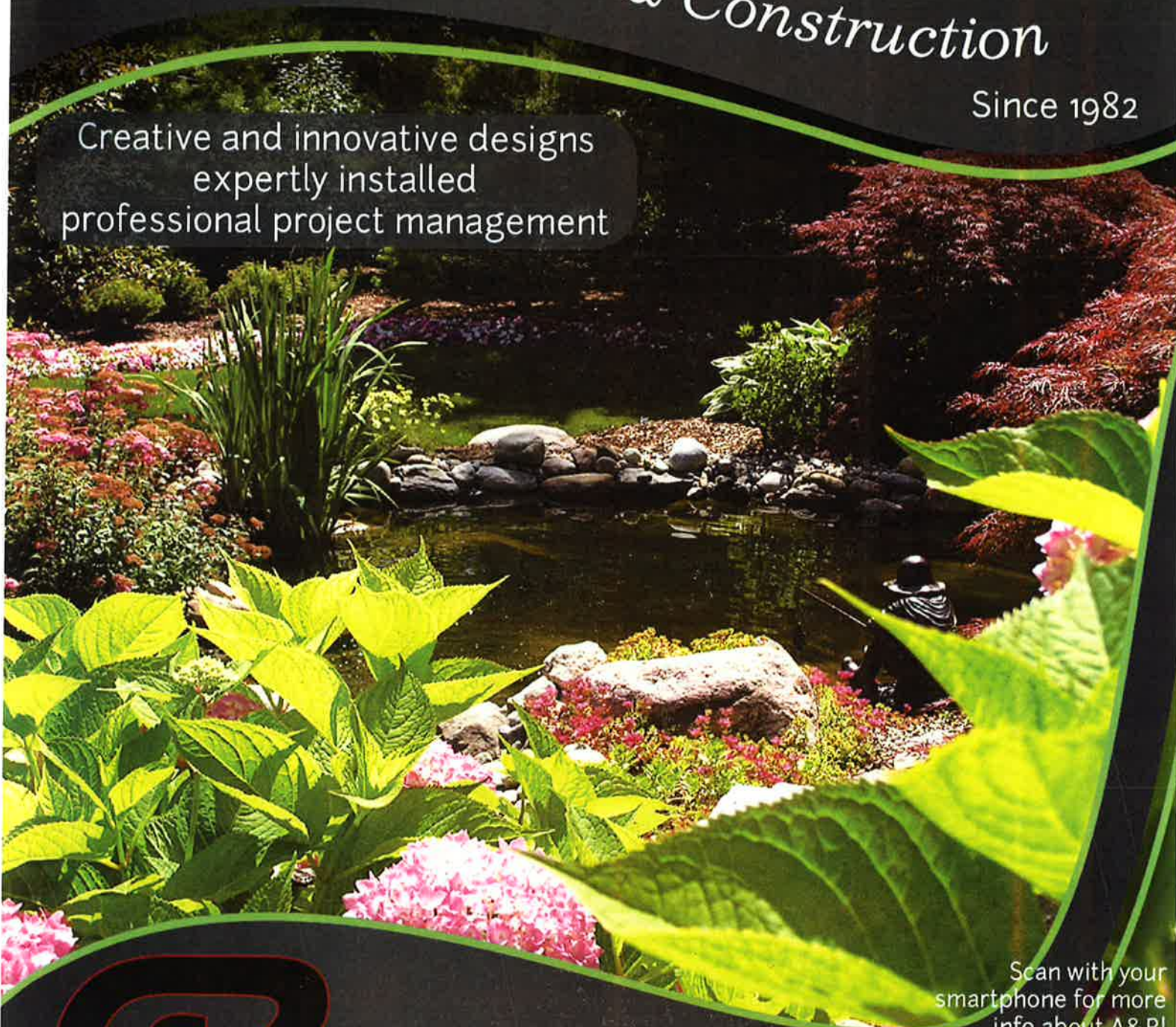
- b. Give the proposed project area's location. Please provide a written description of location, along with an attached map with location identified. City maps can be found on the City of Novi website at: <http://cityofnovi.org/Community/Map-Gallery.aspx>.

This project, located in the Echo Valley Subdivision involves 2 entrances and 4 signs/beds. The Lynwood entrance has signage on the south side of 10 Mile on both the east and west side of Lynwood. The Woodham entrance (south side of 10 Mile) has signage on both the east and west side of Woodham. A map is attached.

Landscape Design & Construction

Since 1982

Creative and innovative designs
expertly installed
professional project management



Scan with your
smartphone for more
info about A&R!



A&R Lawn & Landscape Services



Elegant Living Spaces | Outdoor Kitchens & Fireplaces | Custom Brick Paver
Walks & Patios | Beautiful Landscaped Beds | Water Features & Ponds

1072 Ladd Rd. Commerce Twp. | www.arlandscape.com



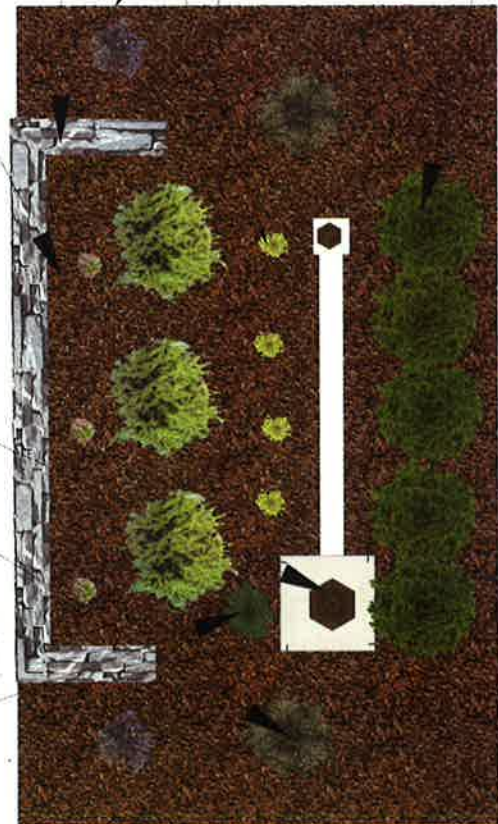


(2) Weigela (5) Thuja Dark Green

(3) Bird's Nest Spruce

(4) Black Eyed Susan

Bluestone natural wall



17'

10'

(3) Geranium

Led Post Lamp

(2) Ninebark

Maiden Grass

Plant Legend			
Symbol	Qty	Common	Botanical
	3	Bird's Nest Spruce	Picea abies 'Nidiformis'
	4	Black Eyed Susan	Rudbeckia hirta 'Rustic Colors'
	3	Geranium	Pelargonium graveolens 'Pink'
	1	Maiden Grass	Miscanthus sinensis 'Gracillimus'
	2	Ninebark	Physocarpus opulifolius 'Center Glow'
	5	Thuja Dark Green	Thuja
	2	Weigela	Weigela spilled wine



11/16/2019
105445
File Number

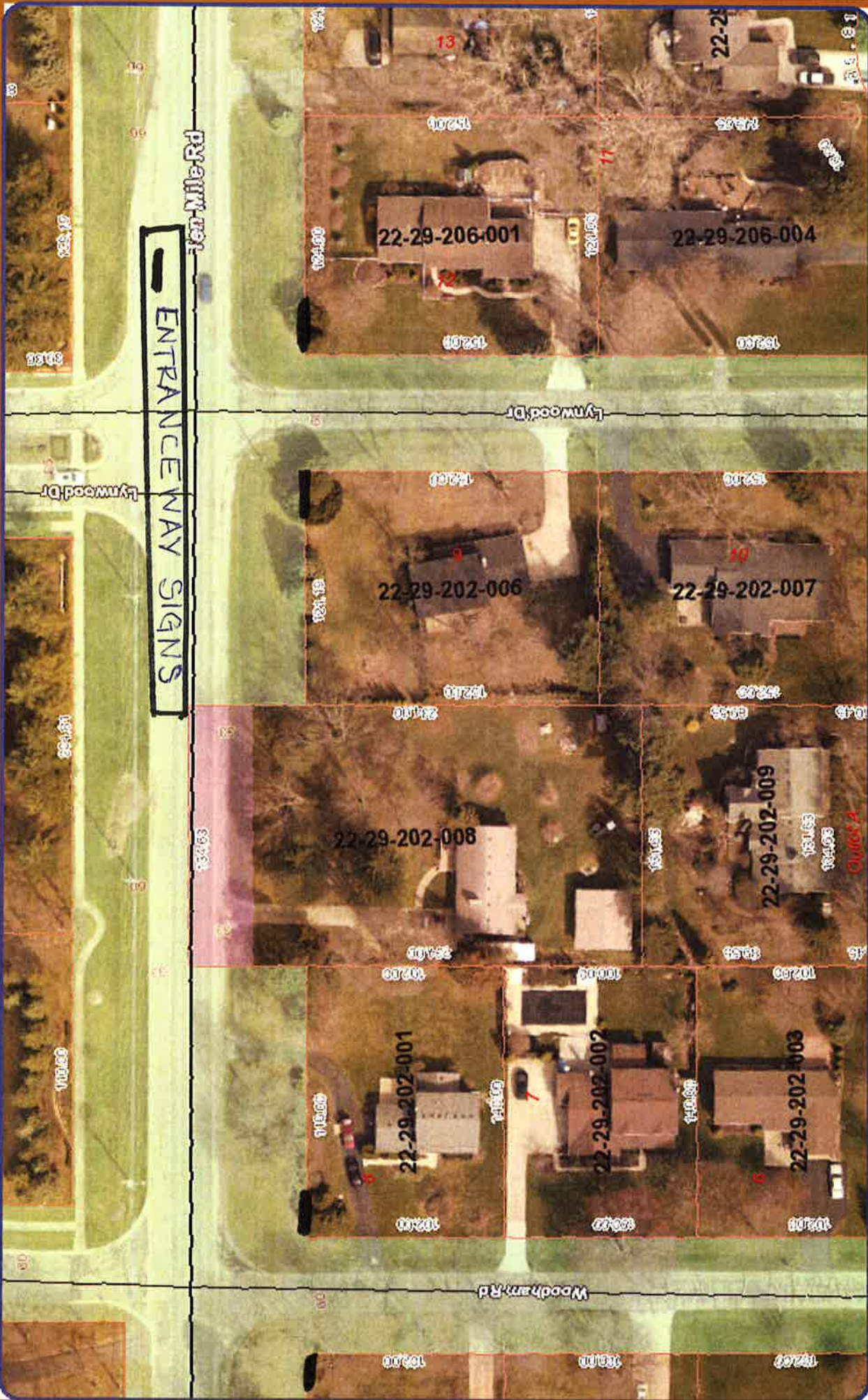
ECHO VALLEY SUB
Novi, Michigan

A&R LAWN & LANDSCAPE SERVICES INC.
(248) 669-9560
1072 Ladd Road
Commerce, Michigan 48390

Scale: .5" = 1'

Designed by	Created by	Checked by
AL A.		

City of Novi



MAP INFORMATION NOTICE
 Map information depicted is not designed to replace or substitute for
 professional survey data. This map was prepared to meet
 accurate location needs for the people of the City of Novi.
 Boundary measurements and area calculations are approximate
 and should not be used for legal purposes. Measurements are based on
 a 1972 datum. Please contact the City GIS Manager for
 further notice and necessary information related to this map.



Map Print Date:
 1/2/2020



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

- c. Explain how the project meets the review criteria listed in the "Grant Selection Criteria & Evaluation Process" section.

Echo Valley is a 64 year old established subdivision whose "glory days" have been tarnished by over-grown trees, aged shrubs, & lackluster rock encircled flower beds. Residents have reacted favorably to renovating, updating and beautifying the 4 signs, lights and flower beds to create an inviting subdivision entrance. The potential impact will also affect the surrounding new developments and the visibility along heavily trafficked 10 Mile Rd. Project feasibility & sustainability is evident with our past volunteer/hired help, our fiscal responsibility & past improvement projects such as improving the durability of the 4 signs.

- d. 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 here, and attach written permission / approval from the necessary entity.

Our plan includes locally sourced materials and plantings, LED lighting, no peat, & hardwood mulch. All decades-old trees flanking the 4 signs will be removed & replaced with new 5'-6' arborvitae, thus restoring privacy for the 4 corner lots. The size and location of the hard-scaped beds will remain the same.

- e. Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City's prohibited species list in section 9c of the City's Landscape Design Manual at <http://cityofnovi.org/Government/City-Services/Community-Development/Information-Requirements-Sheets,-Checklists,-Manua/LandscapeDesignManual.aspx>

No prohibited species will be used.
See attached list.
We have incorporated over 50% native plants.



A&R Lawn and Landscape Services, Inc.
 1072 Ladd Rd. Commerce Twp., Mi. 48390
 PHONE: (248) 669-9560 FAX: (248) 669-7470

PROPOSAL AA
 Estimate Number: 105448 Page: 1
 Estimate Date: Thursday, January 23, 2020

Echo Valley
 23851 Heartwood St.
 Novi, MI. 48374

ITEM	SIZE	QUANTITY	UNIT PRICE	TOTAL
13240 Ninebark*	#5	8	82.000	656.00
16130 Black eyed susan *	#1	16	24.999	399.99
13945 Picea abies nidiformis * Bird's Nest Spruce *	18" - 21"	12	78.000	936.00
15505 Weigela florida Spilled Wine Spilled Wine	#5	8	68.000	544.00
22051 Miscan. Sine. 'Variegated' ^ 'Variegated Silver' Grass ^	#1	4	25.000	100.00
16059 Geranium * Cranesbill *	#2	12	28.000	336.00
99957 Bed Preparation Bed Preparation	lump sum	880	1.433	1260.60
15145 Thuja occ. Dark Green 6' BB	5' - 6' BB	20	280.000	5600.00
92124 Arborvitae removal	lump sum	1	1200.000	1200.00
92128 Bluestone stacked wall	lump sum	4	701.750	2807.00
50200 Plant mix Screened	cyd	16	57.650	922.40
99880 Preen pre-emergent herbicide Preen pre-emergent herbicide	5# 500 sq. ft.	4	51.440	205.76
92124 Post lamps and pedestals	lump sum	4	353.000	1412.00
92130 Small post lamps and pedestals Custom Paver Installation	lump sum	4	220.000	880.00
50100 Brown mulch	cyd	8	72.000	576.00
			Total	<u>17835.75</u>

ACCEPTANCE OF PROPOSAL: "I have read and understand the terms of this proposal and agree to be bound by the terms and conditions as stated on the front and back of this form. Payment will be made as stated below."

 Purchaser A & R Lawn & Landscape Services Representative Date

The terms of payment of the total purchase price shall be as follows:

- A. A DOWN PAYMENT of _____ upon execution of this agreement.
- B. Draws on Substantial Completion.
- C. Balance due on Completion.

Echo Valley Civic Association

Board of Directors: Gina Van Horn, Stacey Rose, Ed Papciak, Bill McInnes, John Kuenzel, Nick Kalweit, Gabriel Brandel

To whom it may concern,

This letter is to acknowledge to the city of Novi that I, Patricia Bibb, have no objection to the improvements to the entrance way signs and plantings including removal of aged arborvitaes/yews and new trees planted adjacent to and on the easement of my property at 24157 Woodham, Novi, MI 48374 as proposed by the Board of Directors of the Echo Valley Civic Association.

I understand that there will be no additional costs to me for these improvements.

Signature: _____

Patricia Bibb

Date: _____

1/3/20

Echo Valley Civic Association

Board of Directors: Gina Van Horn, Stacey Rose, Ed Papciak, Bill McInnes, John Kuenzel, Nick Kalweit, Gabriel Brandel

To whom it may concern,

This letter is to acknowledge to the city of Novi that I, Tristan Nguyen, have no objection to the improvements to the entrance way signs and plantings including removal of aged arborvitaes/ yews and new trees planted adjacent to and on the easement of my property at 24156 Woodham, Novi, MI 48374 as proposed by the Board of Directors of the Echo Valley Civic Association.

I understand that there will be no additional costs to me for these improvements.

Signature: _____



Tristan's wife - Krystal Chen Nguyen

Date: _____

1/4/2020

Echo Valley Civic Association

Board of Directors: Gina Van Horn, Stacey Rose, Ed Papciak, Bill McInnes, John Kuenzel, Nick Kalweit, Gabriel Brandel

To whom it may concern,

This letter is to acknowledge to the city of Novi that I, Robert Palka, have no objection to the improvements to the entrance way signs and plantings including removal of aged arborvitaes/yews and new trees planted adjacent to and on the easement of my property at 24150 Lynwood, Novi, MI 48374 as proposed by the Board of Directors of the Echo Valley Civic Association.

I understand that there will be no additional costs to me for these improvements.

Signature: _____



Date: _____

1-3-20

III. Funding Information

a. Estimated total project costs:

17,835.75

b. Who provided this cost estimate?

A+R Lawn & Landscape Services, Inc.

(Name, Title, Company)

248-669-9560

(Phone Number)

c. Total amount of funds requested:

\$5000.00

(50% project costs up to \$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 additional cost:

12,835.75

e. Total amount to be donated through in-kind donations and/or cash assistance:

N/A

Provide a summary of in-kind donations, such as professional services or donated materials (excluding volunteer labor):

N/A

Remember to include formal documentation from the donating entity on company letterhead confirming their specific donation for the project.

f. Itemized cost/unit estimates :

EXAMPLE:

ITEM	#UNITS	COST/UNIT	TOTAL
Example:			
Soil	10 cubic yards	\$40	\$400
Contracted Service	8 hrs labor	\$50	\$400
One gallon shrubs	14	\$10	\$140
Total			\$940

IV. Attachments

Please include:

- ✓ • The Association'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;**
- ✓ • Documentation reflecting the Association's current and previous spending on landscape and landscape maintenance;
- N/A • Formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project (if applicable);
- ✓ • Written permission / approval from the necessary entity if there is an impact on property owners or other non-city agencies (if applicable);
- ✓ • Well-defined, scaled plans of the proposed project with complete plant lists and specifications of any lighting;
- ✓ • Map with project location identified.

Applications will not be considered if any necessary documentation is not included.

2019 Important Dates

- **January 8 (1 p.m. – 5 p.m.) or January 10 (8 a.m. – 12 p.m.)** | Applicants meet with City staff;
- **January 14 – February 1** | Completed applications are accepted;
- **March** | Beautification Commission meets;
- **April** | Recommendations by Beautification Commission are made to City Council; City Council awards grants;
- **October 31** | Project completion date; the entire project must be completed or reimbursement/ grant award will be forfeited.

Projected 2020 Spending

1 message

B. McInnes <wfm65ou@gmail.com>

Mon, Dec 9, 2019 at 5:36 PM

To: Gina Van Horn <tgvh79@att.net>

Cc: Stacey Rose <srose@4roses.net>, "Nick Kalweit:" <nkalweit@sbcglobal.net>, "Ed Papciak:" <epapciak@prodigy.net>, Gabriel Brandel <brandelg@gmail.com>, JOHN KUENZEL <jakuenzel@sbcglobal.net>, wfm65ou <wfm65ou@gmail.com>

Gina:

I believe that you and Susanne can be confident using the following estimates:

Bank balance 12/5/2019	\$15,102.50
Estimated additional spending 2019	300.00
Bal. EOY 2019	<u>14,802.50</u>
Estimated dues receipts Jan 1 - Feb 30	12,500.00
Funds available 3/1/2020	<u>27,302.50</u>
Estimated 2020 Operational Spending	2,100.00
Estimated Entryway Spending	17,500.00
Total 2020 Spending	<u>19,600.00</u>
Bal. EOY 2020	\$7,702.50

Bill McInnes

ECHO VALLEY CIVIC ASSOCIATION
Treasurers Report for 2019 and 2020 Forecast

	Actual 2018	Forecast 2019	Actual 2019	Forecast 2020
Starting Balance	12,533.96	10,746.31	10,746.31	14,575.67
Deposits	20,200.00	6,565.00	6,581.00	12,750.00
Total	32,733.96	17,311.31	17,327.31	27,325.67
Expenses	(21,987.65)	(4,114.58)	(2,751.64)	(20,190.00)
Ending Balance	10,746.31	13,196.73	14,575.67	7,135.67

Expenses:

Bond Insurance	100.00	100.00	100.00	100.00
State of Michigan Fee	20.00	20.00	20.00	20.00
Banking Cost (checks)	0.00	0.00	69.62	0.00
Trash/Yard Waste/Recycling	19,255.79	1,604.58	0.00	0.00
Entrance Lawn Service	1,380.00	1,400.00	1,681.00	1,700.00
Entrance Weed Control & Fertiliz	220.48	240.00	250.71	250.00
DTE	264.69	275.00	266.34	270.00
Office Supplies and Misc.	596.74	325.00	363.97	350.00
Tree Trimming	150.00	150.00	0.00	0.00
Normal Expenses:	21,987.65	4,114.58	2,751.64	2,690.00

One Time Expense:

Entryway Renovation Project	17,500.00
Total One Time Expense:	17,500.00
Total Expenses:	20,190.00

Q1 Meeting 5/14/19

	Q1	Q2	Q3	Q4
Qtr. Opening Bal.	\$10,746.31	\$16,681.56	\$16,183.20	\$15,546.78
Income:				
Dues	6,596.00	0.00	0.00	0.00
Corrections	15.00	0.00	0.00	0.00
Total Income:	\$6,581.00	\$0.00	\$0.00	\$0.00
Expenses:				
Administrative	146.44	32.14	14.19	24.21
Fees	69.62		120.00	
Maintenance	342.69	466.22	502.23	420.05
Outstanding	87.00			
Total Expense:	\$645.75	\$498.36	\$636.42	\$444.26

Qtr. Closing Bal.	\$16,681.56	\$16,183.20	\$15,546.78	\$15,102.52
	5/14/2019	8/1/2019	9/30/2019	11/30/2019

W. F. McInnes

Q1							
deposit	1/7	Income	100	1,495.00			12241.31 dues
deposit	1/11	Income	100	1,310.00			13551.31 dues
chk#2288	1/16 J. Kuenzel	Correspondence	200		(28.66)		13522.65 copy annual meeting agenda
chk#2289	1/16 W. McInnes	Correspondence	200		(32.47)		13490.18 labels & envelopes
debit	1/21	Income	100	(10.00)			13480.18 bank correction
chk#2290	1/21 J. Kuenzel	Correspondence	200		(36.65)		13443.53 copying
deposit	1/25	Income	100	1,105.00			14548.53 dues
deposit	2/1	Income	100	1,165.00			15713.53 dues: \$5.00 short - one chk \$60.00
auto pay	2/7 Citizens Bank	Fees	500		(69.62)		15643.91 bank checks

Q1 Meeting 5/14/19

Chk#2311 43790 J. Kuenzel Corresponden 200 (9.88) 15102.52 copy cost

Q1 Meeting 5/14/19

deposit	2/8				Income	100	585.00					16228.91 dues
chk#2291	2/8	J. Kuenzel		200	Correspondenc e		(7.17)					16221.74 copying
chk#2292	2/8	void					0.00					16221.74
chk#2293	2/8	W. McInnes		200	Correspondenc e		(41.49)					16180.25 postage \$36.50, envelopes \$4.99
deposit	2/12			100	Income		325.00					16505.25 dues
chk#2294	2/12	Lush Lawn Inc		300	Maintenance		(220.43)					16284.82
auto pay	2/14	DTE		300	Maintenance		(48.23)					16236.59 Electric
deposit	2/22			100	Income		390.00					16626.59 dues
chk#2295	3/4	N. Lodwick		100	Dues Chg.		(5.00)					16621.59 dues
deposit	3/8			100	Income		188.50					16810.09 dues
auto pay	4/15	DTE		300	Maintenance		(43.75)					16766.34 Electric
chk#2296	4/22	W. Frigon		300	Maintenance		(30.28)					16736.06 garden mulch
deposit	4/22			100	Income		32.50					16768.56 dues
Q2												
chk#2297	5/13	Bladerunners		300	Maintenance		(87.00)					16681.56 1 cutting, 1 cleanup
chk#2298	5/29	J. Kuenzel		200	Correspondenc e		(14.33)					16667.23 copying
auto pay	5/13	DTE		300	Maintenance		(43.22)					16624.01 Electric
chk#2299	6/12	Bladerunners		300	Maintenance		(235.00)					16389.01 5 cutting, 0 cleanup
Chk#2300	6/25	N. Shaw		200	Correspondenc e		(17.81)					16371.2 Garage Sale Flier (copy)
Chk#2301	7/8	Bladerunners		300	Maintenance		(188.00)					16183.2 4 cutting
Chk#2301	7/8	Bladerunners		300	Maintenance		(188.00)					15,995.20 4 cutting
Q3												
Chk#2302	8/8	Bladerunners		300	Maintenance		(188.00)					15995.2 4 cutting
auto pay	8/19	DTE		300	Maintenance		(44.07)					15951.13 Electric
Chk#2303	8/30	CNA Surety		500	Fee's		(100.00)					15851.13 Period 10/29/19 to 10/29/20
Chk#2304	8/29	Mi. Dept. Lic.		500	Fee's		(20.00)					15831.13 Mi. non-profit annual regis.
Chk#2305	9/10	Bladerunners		300	Maintenance		(235.00)					15596.13 5 cuttings
Chk#2306	9/10	J. Kuenzel		200	Corresponden ce		(14.19)					15581.94 Newsletter
Chk#2307	9/17	G. Smith		300	Mainenace		(35.16)					15546.78 Entry Light Repair
auto pay	43755	DTE		300	Maintenance		(44.05)					15502.73 Electric
Chk#2308	43748	Bladerunners		300	Maintenance		(188.00)					15314.73 5 cuttings
Chk#2309	43762	J. Kuenzel		200	Corresponden ce		(14.33)					15300.4 Newsletter
Chk#231C	43789	Bladerunners		300	Maintenance		(188.00)					15112.4 5 cuttings

ECHO VALLEY IMPROVEMENTS SINCE 1970'S

- 8 light fixtures replaced
- Maintained trees damaged by storms
- Approximately 15 yrs. ago, landscape area was renovated with new plants + flowers by resident volunteers
- Upgraded electrical
- Replaced rotted wood on signs and replaced with aluminum
- Resident volunteer repainted signs a forest green
- Replaced old, dying bushes in flower bed.
- Resident iron-worker created leaf artwork for 2 of 4 signs. In 2020, he will sandblast and coat them to update and improve appearance.
- Resident volunteers (13) have signed up to water all 4 entranceway landscapes.











Greenwood Oaks 1 & 2

Established 1992 – First time applicant

ENTRYWAY ENHANCEMENT PROPOSAL

Jason Endress

24335 Lynwood Dr
248-761-3151
xjason@gmail.com

Greenwood Oaks 1&2 Beautification Proposal



Signage

Repair walls and update signage and re-cap wall



Trees

Boulevard median to replace diseased trees which were removed



Lighting

Improve signage lighting to reduce glare and shadows



Landscaping

Maintenance Contract for weeding and annuals

II Project Information

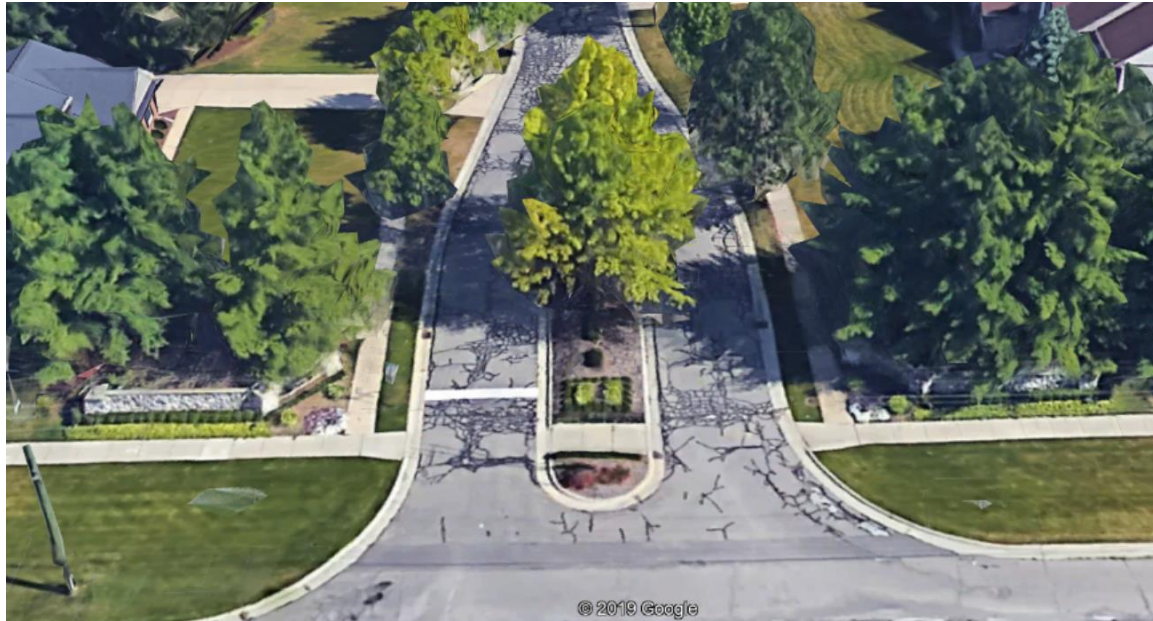
a. Project Plans – Current Condition Walls and Signs



Wall cap is deteriorating and can be danger to rest of wall below it if not sealed properly. New cap will be styled with more modern appearance

II. Project Information

a. Project Plans – Current Condition Median



Before tree Removal



After tree Removal

Median trees had to be removed due to disease, leaving median mostly bare

II. Project Information

a. Project Plans – Current Condition Lighting



Glare from lighting can cause issues for drivers and for pedestrians

II. Project Information

a. Project Plans – Walls and Signage



- ▶ Update Signs
- ▶ Replace caps on walls with shaped caps
- ▶ Repair damaged wall rocks and mortar

II. Project Information

a. Project Plan - Landscaping

Trees

- ▶ Add Three ornamental trees to the boulevard median either Ornamental Plum or fruitless crab



Plants

- ▶ Landscaping was implanted with low maintenance shrubs in 2014
- ▶ Annual plants to be provided by new maintenance company. This is not included in grant application costs.

II. Project Information

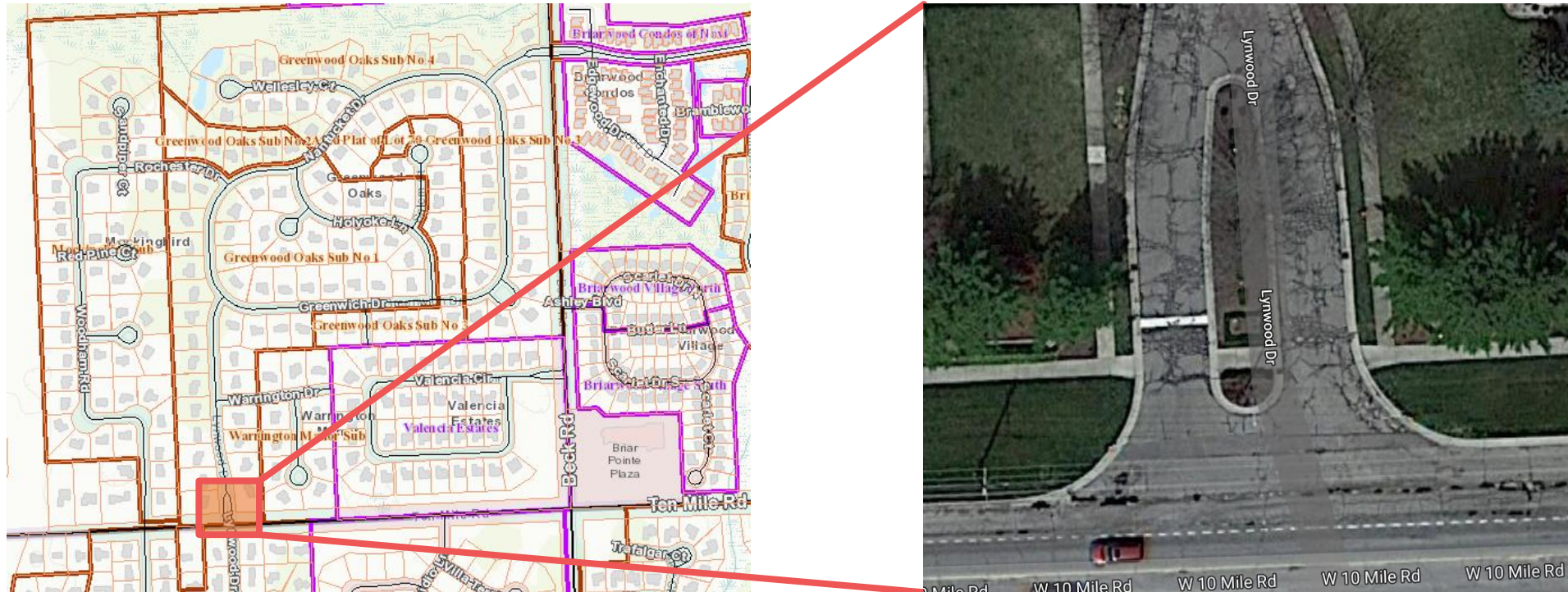
a. Project Plans – Lighting

- ▶ Current lighting was changed to LED in 2015 and has been repaired several times since then.
- ▶ Glare created to street to be controlled with hoods or other concept



II. Project Information

b. Project area's Location



Lynwood Drive entrance to Greenwood Oaks 1 & 2 is west of Beck on the north side of the 10 Mile corridor with high visibility to many drivers passing through Novi daily



II. Project Information

c. Explanation of how plan meets Grant Selection Criteria & Evaluation Process

II.c 1. Project Need & Impact (0–25 points)

- ▶ a. The age of the subdivision.
 - ▶ **1992**
- ▶ b. Improvement from existing conditions of the project area.
 - ▶ **Repair, Modernize, and reduce required maintenance**
- ▶ c. The potential impact of the project on the neighborhood; project's ability to establish the neighborhood and create an inviting subdivision entrance.
 - ▶ **Current appearance of signs are dated, this will modernize the appearance of the subdivision, dated and crumbling wall cap to be replaced to update appearance**
- ▶ d. The potential impact of the project on the City of Novi; project's creativity and visibility along major corridors.
 - ▶ **Greenwood Oaks is on the major corridor of 10 mile road**

II.c 2. Project Feasibility (0-25 points)

- ▶ a. The commitment and capacity of the requesting organization's directors or trustees to carry out the program.
 - ▶ **Active HOA keeps up with keeping conformance to our restrictions and bylaws, and is active in repairing issues in subdivision such as mailboxes, and landscaping. Board is made up of some original owners, and some brand new owners and some of us in between representing the complete spectrum of residents.**
- ▶ b. An itemized account of how the money is to be spent.
 - ▶ **Budgets for this program as well as our current and last year expenditures see next pages**
- ▶ c. The organization's fiscal responsibility and management qualifications.
 - ▶ **Collection from homeowners has been excellent. Board members are active in communicating with Novi when issues arise in order to be sure that our residents have safe and appealing conditions to live in**
- ▶ d. History of maintenance; whether the association has implemented past improvement projects and has demonstrated the ability to maintain past neighborhood or entry improvement projects.
 - ▶ **Signage was damaged several years ago from traffic accident, and we repaired. Landscaping is maintained, updated and trimmed regularly including planting and maintaining annuals**

II.c 3. Project Sustainability (0-25 points)

- ▶ a. Project is well-planned and ready for implementation.
 - ▶ **Discussions and quoting with 5 contractors to get the best solution and pricing for the project**
 - ▶ **Will need 3 different contractors – Masonry, Signage, Landscaping**
- ▶ b. Grant application includes well-defined, scaled plans and includes a description of how the finished project will look. *It is strongly encouraged to include a design sketch, with plant counts if project includes plants.*
 - ▶ **Project description shown in presentation above**
- ▶ c. Project abides by all necessary laws and ordinances.
 - ▶ **No changes to items changing adherence to laws and ordinances as far as we can see.**
- ▶ d. Grant application is complete and accurate (*see checklist on pg. 11*).
 - ▶ **See checklist later in presentation**

II.c Bonus Points

- ▶ Use of native plants in design. - **Planned**
- ▶ Use of xeriscaping (plants that do not require irrigation). **Already in place**
- ▶ Locally sourced materials. -**Planned**
- ▶ Use of LED lighting for signs (if lighting is proposed). – **LED lighting in place**
- ▶ Use of solar power for powering sign lighting. – **not planned**
- ▶ No peat included in soils or soil amendments – only compost/leaf mold/sand. - **Planned**
- ▶ Only hardwood or pine bark mulch (whole trees are sometimes used to create cypress mulch). – **Planned**
- ▶ Use of groundcovers not on the invasive list instead of mulch. – **Planned / already in place**

II. Project Information

d. Positive and Negative Affects and Approvals

Positive:

- ▶ Improve appearance of Novi as people travel through the 10 mile corridor
- ▶ Improve property values giving potential home buyers a positive first impression when coming to the sub
- ▶ Improve lighting glare

Negative:

- ▶ ..

III. Funding Information

- ▶ a. Estimated total project costs: **\$16,500**
- ▶ b. Who provided this cost estimate? **2 Masonry companies (All-Brick Design, Lividini & Watson Building), 1 sign company (Graphic Visions), 2 landscape companies (Thoms Brothers, Landforms)**
- ▶ c. Total amount of funds requested: **\$5000**
- ▶ 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 additional cost: **\$11,500**
- ▶ e. Total amount to be donated through in-kind donations and/or cash assistance: **N/A**
 - ▶ Provide a summary of in-kind donations, such as professional services or donated materials (excluding volunteer labor): **N/A**

III. Funding Information (con't)

▶ f. Budget

Item	Number	Units	Cost/Unit	Total
Cap Materials	1	ea	\$ 6,000	\$ 6,000
Cap Labor	40	hr	\$ 50	\$ 2,000
Mulch	12	yd	\$ 50	\$ 600
Landscape Labor	20	hr	\$ 50	\$ 1,000
Trees Median	3	ea	\$ 500	\$ 1,500
Signs	2	ea	\$ 2,700	\$ 5,400
Total				\$ 16,500

IV. Attachments

Current HOA Budget, Financial Information and History of Improvements

Budgets 2019-2020

Category	2019 Actual	2019 Budget	Difference	2020 Budget
Income				
Other Income	7241.08		7241.08	
Annual Dues	11225	11200	25	11200
Total annual income	18,466.08	11,200.00	7,266.08	11,200.00
Expense				
Annual picnic	0	0	0	0
Capital Improvement				
Total capital improvements	524.88	900	375.12	1000
Holiday decor	2154.26	1800	-354.26	2500
Insurance	874	840	-34	900
Lawn expense				
Total lawn expense	4083.54	4480	396.46	4520
Mailings, stamps, etc	58.71	80	21.29	80
Misc	284.85	50	-234.85	50
Snow plowing	195	250	55	250
Sprinkler blow out	80	45	-35	80
Sprinkler repair	120.5	200	79.5	200
Utilities				
Total utilities	1165.48	1950	784.52	1600
Total expense	9,541.22	10,595.00	1,053.78	11,180.00
Overall total	8,924.86	605.00	8,319.86	20.00

Bank Statement



JPMorgan Chase Bank, N.A.
 P O Box 182051
 Columbus, OH 43218 - 2051

November 30, 2019 through December 31, 2019
 Account Number: [REDACTED]

00072963 1 AV 00.383



00072963 DRE 021 142 00120 NNNNNNNNNN T 1 000000000 63 000057 P3588

GREENWOOD OAKS HOMEOWNER'S ASSOC
 24360 NANTUCKET DR
 NOVI MI 48374-2840

CUSTOMER SERVICE INFORMATION

Web site: Chase.com
 Service Center: 1-800-242-7338
 Deaf and Hard of Hearing: 1-800-242-7383
 Para Espanol: 1-888-622-4273
 International Calls: 1-713-262-1679

CHECKING SUMMARY

Chase BusinessClassic

	INSTANCES	AMOUNT
Beginning Balance		\$25,346.88
Electronic Withdrawals	2	-374.65
Ending Balance	2	\$24,972.23

Current Balance
\$24,972.23

Your monthly service fee was waived because you maintained an average checking balance of \$5,000 or more during the statement period.

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	PPD ID	AMOUNT
12/13	City of Novi 42 Water Bill	3860325510	\$329.75 ✓
12/16	Dte Energy 800477474	0000420792	44.90 ✓
Total Electronic Withdrawals			\$374.65

DAILY ENDING BALANCE

DATE	AMOUNT
12/13	\$25,017.13
12/16	24,972.23

History of Greenwood Oaks Improvements

- ▶ In October 2014, we hired a masonry company to repair the wall at the entrance, cost \$ 3,800,
- ▶ 2014 the landscaping company re-did the arrangement of flowerbeds on both sides, the hedge along the walls on both sides, and change the plants on the island from Day-lilies to no flowers just the green bushes. \$8,000
- ▶ In October 2015 we spent \$3,900 to exchange the lights at the entrance to a more modern and more bright light.
- ▶ The reasoning behind it was that as beautiful as those overflowing flowerbeds look in any design, they need a TON OF WORK throughout the season. We deliberately decided back then that we want to keep the maintenance low.
- ▶ Just in November 2019, We found a company who will take care of the entrance completely, meaning they will mow etc. the lawn, plant flowers in the designated spots AND keep the entrance weed-free on a bi-weekly basis.

Matching Grant Checklist

Please consult this checklist prior to submitting the grant application and supporting materials to Community Relations. **All requirements must be met.** Thank you!

- ✓ Project is a permanent, physical improvement located at the entrance of the neighborhood, and is not on-going or routine maintenance.
- ✓ Your Association did not receive City of Novi Neighborhood Entryway Enhancement grant funding in 2017 or 2018.
- ✓ You included in the grant application a current Association budget demonstrating the ability to fully fund the project prior to receipt of the reimbursement award.
- If in-kind donations are being used, formal documentation from the donating entity is included.
- ✓ Documentation reflecting the Association's current spending on landscape and landscape maintenance is included.
- ✓ If project consists of entryway signage, project abides by all *Residential Entranceway Signage Guide* regulations (see attachment).
- ✓ Project complies with all City ordinances.
- ✓ Project does not have a direct impact on an adjacent property owner or non-city agency. If project has an impact on an adjacent property owner or non-city agency, written permission or approval of project from the necessary entity is provided.
- ✓ Project does not include use of identified invasive species.
- ✓ All project documents are included in application (see *Required Application Materials on Grant Application and Program Description*).
- ✓ Map with project location identified is provided.
- ✓ Project budget, including all itemized cost estimates, is completed on application.



Neighborhood Entryway Enhancement Matching Grant Application

Due Date: Friday, January 31, 2020

I. Applicant Information

Association's Name:

Age of the subdivision:

First-time Applicant: Yes____ No____

If No, date of last application submitted:

Project Leader:

Position within
HOA/organization:

Address:

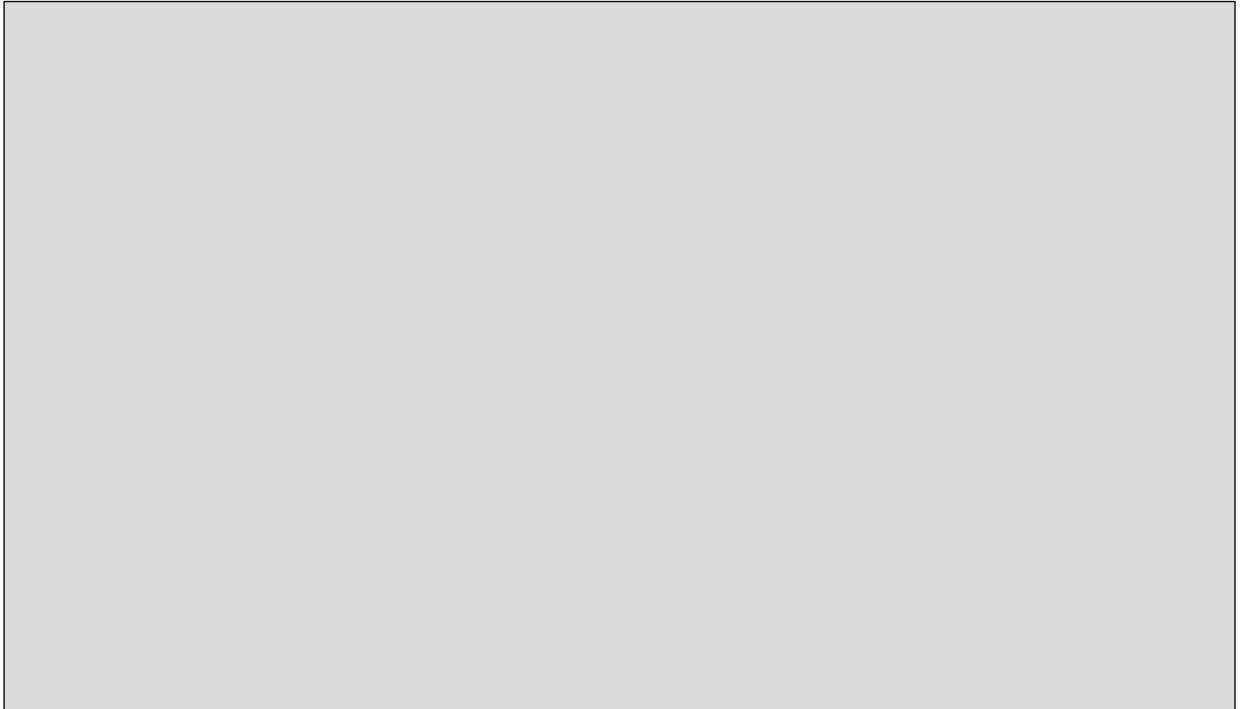
Telephone:

E-Mail:

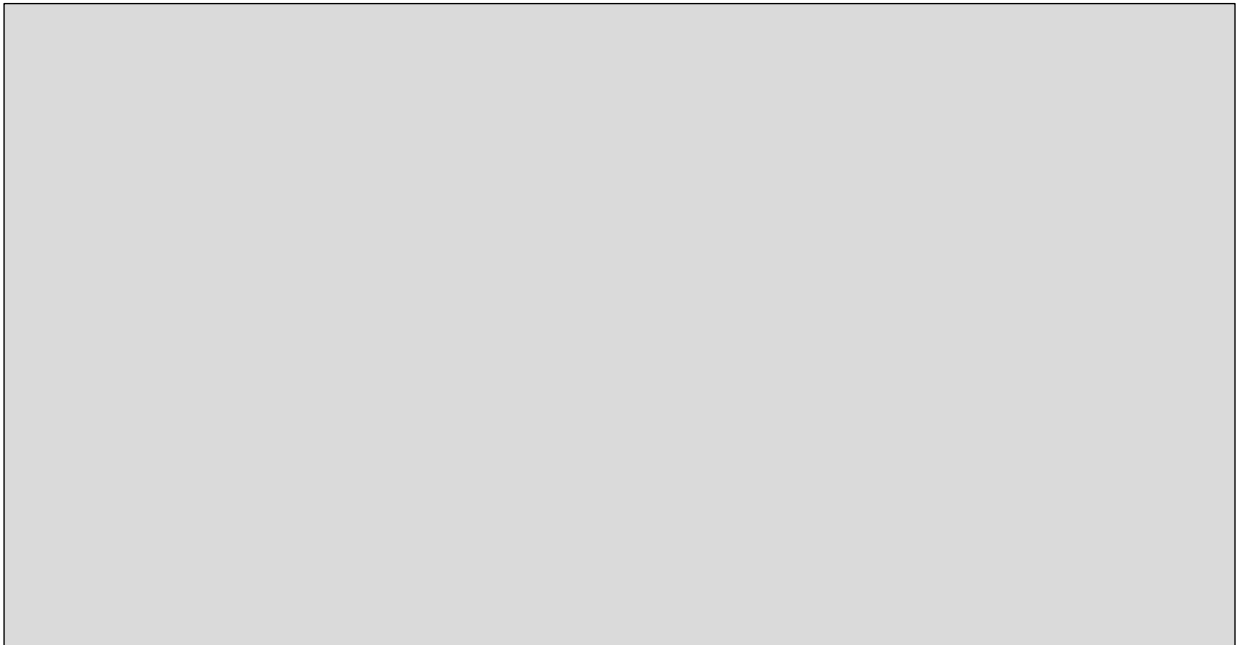
II. Project Information

If more space is required more than is given, answers to the questions below can be provided on separate sheets of paper.

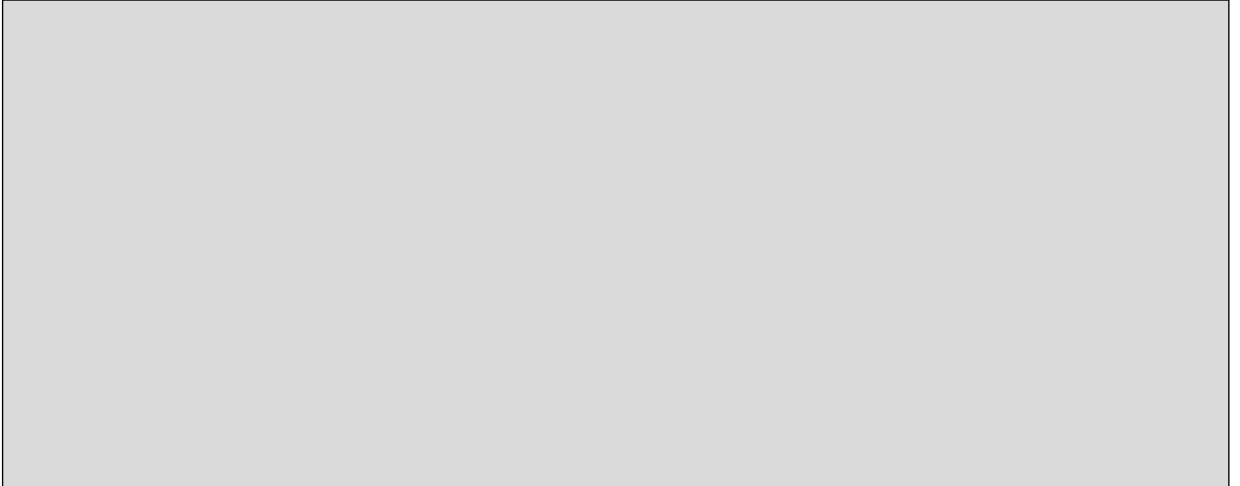
- a. Provide a clear description of the project's plan and design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or photos of project area.



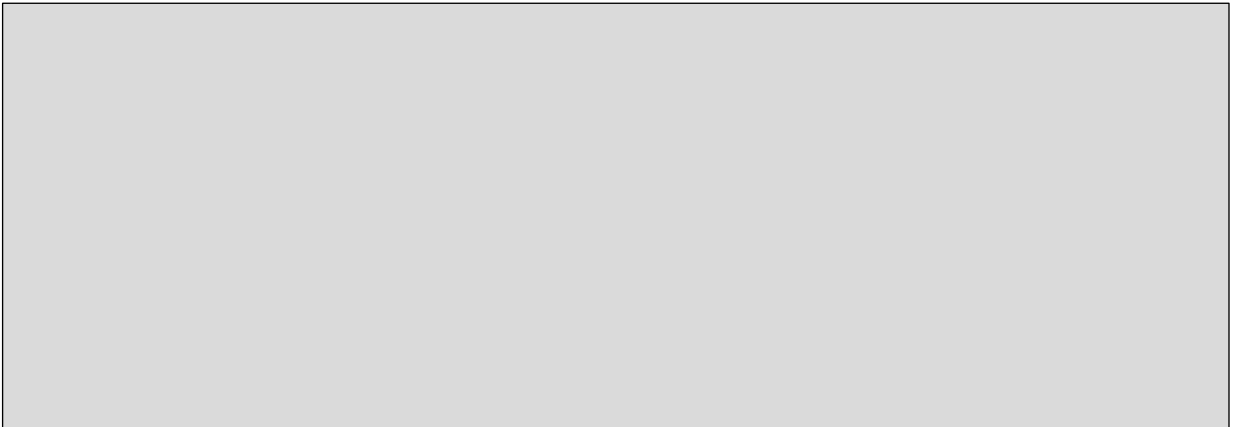
- b. Give the proposed project area's location. Please provide a written description of location, along with an attached map with location identified. City maps can be found on the City of Novi website at: <http://cityofnovi.org/Community/Map-Gallery.aspx>.



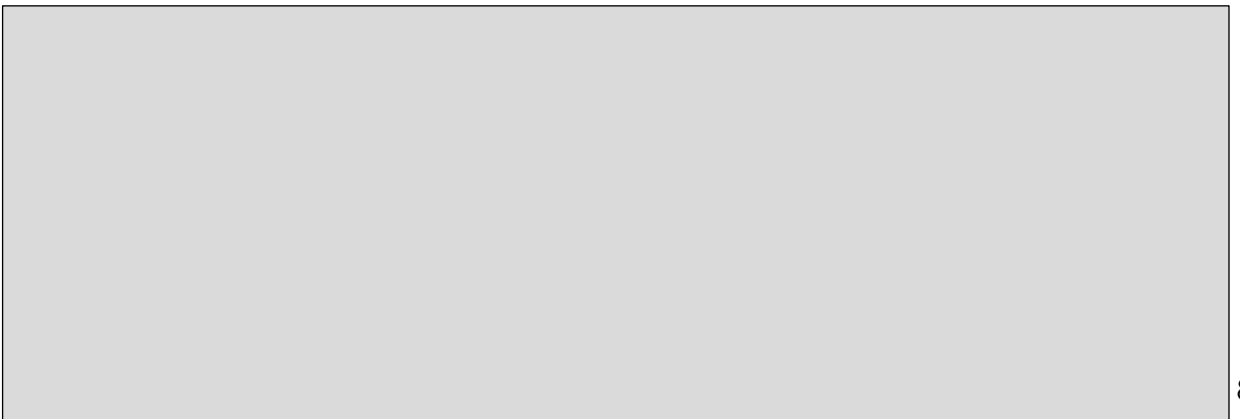
- c. Explain how the project meets the review criteria listed in the “**Grant Selection Criteria & Evaluation Process**” section.



- d. 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 here, and attach written permission / approval from the necessary entity.



- e. Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City's prohibited species list in section 9c of the City's Landscape Design Manual at <http://cityofnovi.org/Government/City-Services/Community-Development/Information-Requirements-Sheets,-Checklists,-Manua/LandscapeDesignManual.aspx>



III. Funding Information

a. Estimated total project costs:

b. Who provided this cost estimate?

(Name, Title, Company)

(Phone Number)

c. Total amount of funds requested:

(50% project costs up to \$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 additional cost:

e. Total amount to be donated through in-kind donations and/or cash assistance:

Provide a summary of in-kind donations, such as professional services or donated materials (excluding volunteer labor):

Remember to include formal documentation from the donating entity on company letterhead confirming their specific donation for the project.



Neighborhood Entryway Enhancement Matching Grant Application

Due Date: Friday, January 31, 2020

I. Applicant Information

Association's Name: LAKEWOODE PARKHOMES

Age of the subdivision: 40+

First-time Applicant: Yes No

If No, date of last application submitted:

Project Leader: KELLY WINTER

Position within HOA/organization: MANAGER

Address: 23131 CRANBROOKE

Telephone: 248-349-3699 E-Mail: KELLY@LAKEWOODE.COM

II. Project Information

If more space is required more than is given, answers to the questions below can be provided on separate sheets of paper.

- a. Provide a clear description of the project's plan and design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or photos of project area.

The Lakewoode Condominium Association was constructed in the mid-1970's with over 100 buildings, 65 acres of trees and grass, a park bordering a lake with outdoor BBQ and tables, and baseball diamond with swings and play area. A community pool and clubhouse are the center of summer activity for the residents. Situated between 9 mile, Village Wood Road, and Haggerty Road, the Condo Association is bordered by single family homes and apartment communities. Two existing signs, one on Haggerty and one on 9 mile, are original to the community and require major overhaul or replacement. The board of directors is working with a contracting firm to remove the existing signs and relocate them on Lakewoode property with electricity and water. A third entrance at the intersection of Cranbrooke Drive and Village Wood Road will also have a small sign on Lakewoode property but no electricity or water is needed there.

Lakewoode is a community of bird friendly native plant enthusiasts with a number of areas planted with natives. Many specimens of our native trees are over 100 ft. tall and hundreds of years old. The grounds attract migratory birds, pollinators, and a vast array of wildlife year round. When problem or dying trees and bushes are replaced we look to replace them first with native plants that will do well in the immediate environment.

Our contractor has submitted excellent drawings of the three entrances including a list of native plants and bushes. Signage is to be made of lasting material such as brick or stone with permanent footings for lights and water. This will be a tasteful welcome to residents and the community as a whole.

- b. Give the proposed project area's location. Please provide a written description of location, along with an attached map with location identified. City maps can be found on the City of Novi website at: <http://cityofnovi.org/Community/Map-Gallery.aspx>.

SEE ATTACHED

- c. Explain how the project meets the review criteria listed in the “**Grant Selection Criteria & Evaluation Process**” section.

SEE ATTACHED

- d. 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 here, and attach written permission / approval from the necessary entity.

Lakewood has a committee that is dedicated to creating an eco-friendly environment for birds and insects. The new spaces we are providing will enhance that effort by including native plants. In the future, Lakewood hopes to be recognized by Audubon for our efforts in conserving and restoring natural eco systems throughout our community.

- e. Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City’s prohibited species list in section 9c of the City’s Landscape Design Manual at <http://cityofnovi.org/Government/City-Services/Community-Development/Information-Requirements-Sheets,-Checklists,-Manua/LandscapeDesignManual.aspx>

Evergreens
Ornamental trees
Grasses
Ground cover
Perennials
Flowering shrubs

III. Funding Information

a. Estimated total project costs:

70,000+	
---------	--

b. Who provided this cost estimate?

JIM MELOCHE- PRESIDENT TREASURED EARTH	
---	--

(Name, Title, Company)

248-380-8000	
--------------	--

(Phone Number)

c. Total amount of funds requested:

5,000	
-------	--

(50% project costs up to \$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 additional cost:

65,000

e. Total amount to be donated through in-kind donations and/or cash assistance:

0.00

Provide a summary of in-kind donations, such as professional services or donated materials (excluding volunteer labor):

N/A

Remember to include formal documentation from the donating entity on company letterhead confirming their specific donation for the project.

Project Need & Impact- Lakewood is a 40-year-old community. The goal of the Association is to stay competitive in the ever-growing housing market in Novi and surrounding areas. We are achieving this by keeping property values high, and maintaining the community by investing money into necessary capital improvement projects. Lakewood has spent a substantial amount of money residing all of our buildings, and we want our entrances to reflect the same beauty and image that we are trying to achieve for the community as a whole.

Currently, the entrance signs and landscaping are located on City property, and we would like to move them to Association property. By doing this, it will give a more uniform look to Cranbrooke and Village Wood Drives. It will also be easier for the City's landscapers to maintain the islands, as they won't have to navigate around the signs and current landscaping.

Project Feasibility- There are many capital improvements that Lakewood has been working on. They include residing of the buildings (90% complete), roof replacement (100% complete), and ongoing concrete and tree replacement programs. The redesign and upgrade to the landscaping is an improvement that will be appreciated not only by owners of Lakewood, but also the residents of Village Oaks who use the entrances to access their homes.

The Board of Directors have proven capability to handle many projects at once, while keeping maintenance fees steady over the past five years. This has been made possible by extensively vetting business partners, thus leading to many multi-year contracts for ongoing maintenance.

Project Sustainability- The Planning Committee and Management met with three contractors before deciding on Treasured Earth to carry out our vision. By choosing to partner with them, we are confident that they will carry out our design, and the Association can take over the yearly maintenance. Throughout our endeavors to replace old, dead landscaping, we have been planting native plants and trees as often as possible. We have a committee that is dedicated to overseeing these projects, and they have spent a great deal of time helping transition Lakewood to an eco-friendly environment. We have a beautiful native plant garden outside of our office with more to come in the future. We hope, one day, to be certified by Audubon.

Between the dedication of our community, and onsite maintenance, we will be able to maintain this new landscape, and hopefully continue to add more natural, eco-friendly areas throughout our Association.

PROJECT ESTIMATE



Treasured Earth Landscaping
 220 N Mill St
 South Lyon, MI 48178
 248-380-8000

1-27-20

ESTIMATE NO.
2020-7

BILL TO

Lakewoode Park Homes Condo Association
 23131 Cranbrooke Dr, Novi, MI 48375

SHIP TO

SAME

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Landscaping (hardscape/plant material), 4 locations	1		\$54,000.00
Monuments and Footings, 3 locations	1		\$23,500.00
			0.00
			0.00
			0.00
			0.00

SUBTOTAL \$77,500.00

DISCOUNT 0.00

TAX RATE NA

TOTAL TAX NA

SHIPPING/HANDLING NA

Quote Total **\$ 77,500.00**

NOTE: This is a general cost estimate for planning purposes. It is subject to change with materials selection and final project scope. Irrigation work and electrical work (if required), are not included in this estimate.

Lakewood Parkhomes Condominium Association

Monthly and Annual Budgets 2019 - 2020

Annual	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sep 20
--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------

Revenues

Association Fees													
Carport Fees	5,400.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00
Common fees	1,742,037.00	145,170.00	145,170.00	145,170.00	145,170.00	145,170.00	145,170.00	145,170.00	145,170.00	145,170.00	145,170.00	145,170.00	145,167.00
Interest Income- General accounts													
Interest Income- Reserve Accounts													
Late Charges													
Legal Fees													
Miscellaneous Incomes													
Additional Assessments													
Storage Shed Rental	1,589.00	132.00	132.00	132.00	132.00	132.00	132.00	132.00	132.00	132.00	132.00	132.00	137.00
Total - Revenues	1,749,026.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,754.00

Expenses

Audit Expense	2,500.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	212.00
Staff Accountant	26,500.00	2,208.00	2,208.00	2,208.00	2,208.00	2,208.00	2,208.00	2,208.00	2,208.00	2,208.00	2,208.00	2,208.00	2,212.00
Bad Debt Expense													
Bank Charges													
Basement Wall Repairs	3,162.00	264.00	264.00	264.00	264.00	264.00	264.00	264.00	264.00	264.00	264.00	264.00	258.00
Building Maintenance/Repairs	21,670.00	1,806.00	1,806.00	1,806.00	1,806.00	1,806.00	1,806.00	1,806.00	1,806.00	1,806.00	1,806.00	1,806.00	1,804.00
Carport Repairs	3,000.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00
Cell Phones	1,080.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00
Commissions													
Computer Expenses	2,500.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	212.00
Catch Basin Replacement													
Concrete/Asphalt Work	20,000.00	1,667.00	1,667.00	1,667.00	1,667.00	1,667.00	1,667.00	1,667.00	1,667.00	1,667.00	1,667.00	1,667.00	1,663.00
Electrical Repairs	500.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	38.00
Electricity (Security Lighting)	35,500.00	2,958.00	2,958.00	2,958.00	2,958.00	2,958.00	2,958.00	2,958.00	2,958.00	2,958.00	2,958.00	2,958.00	2,962.00
Fences/Traffic Signs	40,000.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,337.00
Garage Door Repair	1,500.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00

Monthly and Annual Budgets 2019 - 2020

	Annual	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sep 20
Gas and Oil	2,300.00	192.00	192.00	192.00	192.00	192.00	192.00	192.00	192.00	192.00	192.00	192.00	188.00
Grounds Mgr-Wages	50,731.00	4,228.00	4,228.00	4,228.00	4,228.00	4,228.00	4,228.00	4,228.00	4,228.00	4,228.00	4,228.00	4,228.00	4,223.00
Gutters	5,500.00	458.00	458.00	458.00	458.00	458.00	458.00	458.00	458.00	458.00	458.00	458.00	462.00
Health Insurance	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Lawn Maint. Contract	106,400.00	8,867.00	8,867.00	8,867.00	8,867.00	8,867.00	8,867.00	8,867.00	8,867.00	8,867.00	8,867.00	8,867.00	8,863.00
Lawn Maint./Supplies	15,000.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
LawnFert/Weed Control	18,400.00	1,533.00	1,533.00	1,533.00	1,533.00	1,533.00	1,533.00	1,533.00	1,533.00	1,533.00	1,533.00	1,533.00	1,537.00
Lawn Irrigation/ Entrances													
Legal Expense	25,000.00	2,083.00	2,083.00	2,083.00	2,083.00	2,083.00	2,083.00	2,083.00	2,083.00	2,083.00	2,083.00	2,083.00	2,087.00
Licenses/Permits/Membership Fees	1,000.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	87.00
Pool Attendant Wages	8,000.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	663.00
Lighting Supplies	2,000.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	163.00
Maint. Supplies/Tools	8,500.00	708.00	708.00	708.00	708.00	708.00	708.00	708.00	708.00	708.00	708.00	708.00	712.00
Vehicle/ Equip. Repairs	5,000.00	417.00	417.00	417.00	417.00	417.00	417.00	417.00	417.00	417.00	417.00	417.00	413.00
Vehicle Loan/Equipment	3,000.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00
Newsletter Production Printing & Postage													
Office	9,000.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00
Office Heat- Consumers Energy	2,700.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00
Painting													
Paint Supplies													
Payroll Preparation	850.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	69.00
Payroll Taxes	15,000.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
Pest Control/Exterminating	3,000.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00
Plumbing Repairs	30,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
Pool Cards and Locks	100.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	12.00
Pool Furniture	496.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	45.00
Pool Repairs/Maintenance	10,500.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00
Pool Supplies	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
Postage	770.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	66.00
Phone and Internet	3,040.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	257.00
Printing Expense	2,600.00	217.00	217.00	217.00	217.00	217.00	217.00	217.00	217.00	217.00	217.00	217.00	213.00
Property & Liability Insurance	80,000.00	6,667.00	6,667.00	6,667.00	6,667.00	6,667.00	6,667.00	6,667.00	6,667.00	6,667.00	6,667.00	6,667.00	6,663.00
Reserves													
Reserve Expenses													
Roof Maint.	30,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
Social Activities	4,000.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	337.00

Monthly and Annual Budgets 2019 - 2020

	Annual	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sep 20
Snow Removal Contract	66,500.00	5,542.00	5,542.00	5,542.00	5,542.00	5,542.00	5,542.00	5,542.00	5,542.00	5,542.00	5,542.00	5,542.00	5,538.00
Snow Removal Misc.													
Snow Removal Supplies	15,000.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
Trash Removal	53,000.00	4,417.00	4,417.00	4,417.00	4,417.00	4,417.00	4,417.00	4,417.00	4,417.00	4,417.00	4,417.00	4,417.00	4,413.00
Trees	21,989.00	1,832.00	1,832.00	1,832.00	1,832.00	1,832.00	1,832.00	1,832.00	1,832.00	1,832.00	1,832.00	1,832.00	1,837.00
Water and Sewer	200,000.00	16,667.00	16,667.00	16,667.00	16,667.00	16,667.00	16,667.00	16,667.00	16,667.00	16,667.00	16,667.00	16,667.00	16,663.00
Workers Comp Insurance	3,000.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00
Siding Project	710,678.00	59,223.00	59,223.00	59,223.00	59,223.00	59,223.00	59,223.00	59,223.00	59,223.00	59,223.00	59,223.00	59,223.00	59,225.00
Property Manager	60,060.00	5,005.00	5,005.00	5,005.00	5,005.00	5,005.00	5,005.00	5,005.00	5,005.00	5,005.00	5,005.00	5,005.00	5,005.00
Total - Expenses	1,749,026.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,752.00	145,754.00
Net Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Lakewood Parkhomes Condominium Association

Income and Expense Comparative Statement

From 10/01/2018 to 09/30/2019

	<u>September 2019</u>		<u>October to September</u>			<u>Yearly Budgets</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Current</u>	<u>Last Year</u>
<u>Revenues</u>							
Carport Fees	432	450	5,316	5,400	(84)	5,400	5,400
Common fees	142,612	142,612	1,711,741	1,711,344	397	1,711,344	1,711,344
Interest Income- General accounts	7		76		76		
Interest Income- Reserve Accounts	197		2,326		2,326		
Late Charges	562		7,368		7,368		
Legal Fees	2,473		19,532		19,532		
Miscellaneous Incomes	1,832		43,059		43,059		
Storage Shed Rental	140	137	1,970	1,589	381	1,589	1,589
Total Revenues	148,255	143,199	1,791,388	1,718,333	73,055	1,718,333	1,718,333

Expenses

Audit Expense		125	1,250	1,500	250	1,500	1,500
Staff Accountant	1,906	2,750	26,394	33,000	6,606	33,000	31,200
Bad Debt Expense		837		10,000	10,000	10,000	10,000
Bank Charges			238		(238)		1,400
Basement Wall Repairs	425	100	3,360	1,200	(2,160)	1,200	1,500
Building Maintenance/Repairs		1,250	7,410	15,000	7,590	15,000	25,000
Carport Repairs		1,000		12,000	12,000	12,000	2,500
Cell Phones	90	88	1,673	1,100	(573)	1,100	1,200
Commissions	2,579		10,521		(10,521)		
Computer Expenses		250	2,773	3,000	227	3,000	2,000
Catch Basin Replacement			795		(795)		22,000
Concrete/Asphalt Work	30,615	5,837	86,765	70,000	(16,765)	70,000	88,951
Electrical Repairs		25	481	300	(181)	300	500
Electricity (Security Lighting)	3,222	3,500	35,859	42,000	6,141	42,000	34,200
Fences/Traffic Signs	8,988	5,500	85,500	66,000	(19,500)	66,000	62,000
Garage Door Repair		250	1,085	3,000	1,915	3,000	6,500
Gas and Oil	205	212	2,253	2,500	247	2,500	2,580
Grounds Mgr-Wages	3,789	4,025	49,149	48,300	(849)	48,300	52,000
Gutters		913	10,766	11,000	234	11,000	9,500
Health Insurance	900	1,000	11,700	12,000	300	12,000	
Lawn Maint. Contract	15,199	8,837	93,735	106,000	12,265	106,000	94,925

	<u>September 2019</u>		<u>October to September</u>			<u>Yearly Budgets</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Current</u>	<u>Last Year</u>
Lawn Maint./Supplies	159	250	11,318	3,000	(8,318)	3,000	1,000
LawnFert/Weed Control	3,247	1,468	15,935	17,660	1,725	17,660	15,600
Lawn Irrigation/ Entrances							2,400
Legal Expense	3,053	2,500	30,841	30,000	(841)	30,000	18,500
Licenses/Permits/Membership Fees		125	642	1,500	858	1,500	1,500
Pool Attendant Wages	267	837	5,974	10,000	4,026	10,000	10,000
Lighting Supplies		163	3,041	2,000	(1,041)	2,000	4,200
Maint. Supplies/Tools	740	212	8,791	2,500	(6,291)	2,500	5,000
Vehicle/ Equip. Repairs		113	731	1,400	669	1,400	1,400
Vehicle Loan/Equipment	926	925	11,109	11,100	(9)	11,100	11,100
Newsletter Production Printing & Postage			2,010		(2,010)		
Office	360	837	7,566	10,000	2,434	10,000	10,000
Office Heat- Consumers Energy	446	263	3,084	3,200	116	3,200	2,000
Painting			3,870		(3,870)		
Paint Supplies		50	236	600	364	600	1,000
Payroll Preparation	93	87	864	1,000	136	1,000	2,500
Payroll Taxes	886	1,413	12,861	17,000	4,139	17,000	20,000
Pest Control/Exterminating	780	250	3,989	3,000	(989)	3,000	5,000
Plumbing Repairs	390	2,413	31,934	29,000	(2,934)	29,000	12,000
Pool Cards and Locks		9	347	97	(250)	97	150
Pool Furniture		163	246	2,000	1,754	2,000	2,000
Pool Repairs/Maintenance	1,244	2,000	12,093	24,000	11,907	24,000	40,000
Pool Supplies		38	5,834	500	(5,334)	500	500
Postage		87	785	1,000	215	1,000	1,500
Phone and Internet	238	237	2,991	2,800	(191)	2,800	2,800
Printing Expense		250	609	3,000	2,391	3,000	5,000
Property & Liability Insurance		6,316	74,294	75,770	1,476	75,770	75,770
Reserves		1,020		12,196	12,196	12,196	
Reserve Expenses			19,770		(19,770)		
Roof Maint.	450	2,500	24,632	30,000	5,368	30,000	67,000
Social Activities		288	2,416	3,500	1,084	3,500	2,000
Snow Removal Contract		5,538	58,275	66,500	8,225	66,500	45,500
Snow Removal Supplies		1,413	8,689	17,000	8,311	17,000	10,000
Trash Removal	370	5,000	56,504	60,000	3,496	60,000	53,000
Trees	875	1,500	20,942	18,000	(2,942)	18,000	15,000
Water and Sewer		15,837	198,904	190,000	(8,904)	190,000	190,000
Workers Comp Insurance		368	2,729	4,460	1,731	4,460	4,460
Siding Project	38,816	47,500	620,970	570,000	(50,970)	570,000	570,000

	<u>September 2019</u>		<u>October to September</u>			<u>Yearly Budgets</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Current</u>	<u>Last Year</u>
Property Manager	4,620	4,719	62,810	56,650	(6,160)	56,650	61,000
Total Expenses	125,878	143,188	1,760,343	1,718,333	(42,010)	1,718,333	1,718,336
Net Income	22,377	11	31,045	0	31,045	0	(3)

Lakewood Parkhomes Condominium Association

Income and Expense Comparative Statement

From 10/01/2017 to 09/30/2018

	<u>September 2018</u>		<u>October to September</u>			<u>Yearly Budgets</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Current</u>	<u>Last Year</u>
<u>Revenues</u>							
Carport Fees	444	450	5,328	5,400	(72)	5,400	5,328
Common fees	142,612	142,612	1,711,660	1,711,344	316	1,711,344	1,669,608
Interest Income- General accounts	1		39		39		
Interest Income- Reserve Accounts	54		882		882		
Late Charges	525		8,925		8,925		
Legal Fees	2,493		10,331		10,331		
Miscellaneous Incomes	1,270		41,886		41,886		
Storage Shed Rental	160	137	1,840	1,589	251	1,589	2,040
Total Revenues	147,559	143,199	1,780,891	1,718,333	62,558	1,718,333	1,676,976

Expenses

Audit Expense		125	1,250	1,500	250	1,500	3,000
Staff Accountant	2,400	2,600	31,144	31,200	56	31,200	48,000
Bad Debt Expense		837		10,000	10,000	10,000	5,100
Bank Charges	126	113	1,574	1,400	(174)	1,400	1,600
Basement Wall Repairs	660	125	1,550	1,500	(50)	1,500	5,600
Building Maintenance/Repairs	5,309	2,087	20,123	25,000	4,877	25,000	21,600
Carport Repairs	4,700	212	4,700	2,500	(2,200)	2,500	2,500
Cell Phones	111	100	1,088	1,200	112	1,200	3,400
Computer Expenses		163	2,751	2,000	(751)	2,000	2,000
Catch Basin Replacement		1,837	21,675	22,000	325	22,000	
Concrete/Asphalt Work		7,408	88,991	88,951	(40)	88,951	66,000
Electrical Repairs		38	712	500	(212)	500	300
Electricity (Security Lighting)		2,850	38,047	34,200	(3,847)	34,200	31,500
Fences/Traffic Signs		5,163	47,208	62,000	14,792	62,000	48,000
Garage Door Repair	212	538	212	6,500	6,288	6,500	
Gas and Oil	174	215	2,310	2,580	270	2,580	3,100
Grounds Mgr-Wages	4,008	4,337	52,459	52,000	(459)	52,000	49,300
Gutters		788	10,766	9,500	(1,266)	9,500	4,800
Lawn Maint. Contract	26,537	7,915	94,285	94,925	640	94,925	127,200
Lawn Maint./Supplies		87	2,758	1,000	(1,758)	1,000	1,400
LawnFert/Weed Control	1,458	1,300	15,264	15,600	336	15,600	15,600
Lawn Irrigation/ Entrances		200		2,400	2,400	2,400	

	<u>September 2018</u>		<u>October to September</u>			<u>Yearly Budgets</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Current</u>	<u>Last Year</u>
Legal Expense	3,043	1,538	16,476	18,500	2,024	18,500	10,000
Licenses/Permits/Membership Fees		125	1,209	1,500	291	1,500	400
Pool Attendant Wages	446	837	7,291	10,000	2,709	10,000	16,000
Lighting Supplies	468	350	1,907	4,200	2,293	4,200	5,000
Maint. Supplies/Tools		413	434	5,000	4,566	5,000	2,600
Vehicle/ Equip. Repairs	642	113	7,052	1,400	(5,652)	1,400	1,400
Vehicle Loan/Equipment	926	925	10,183	11,100	917	11,100	11,100
Newsletter Production Printing & Postage			601		(601)		4,500
Office	912	837	9,800	10,000	200	10,000	15,500
Office Heat- Consumers Energy		163	2,810	2,000	(810)	2,000	4,800
Painting			590		(590)		
Paint Supplies		87	384	1,000	616	1,000	
Payroll Preparation	93	212	1,265	2,500	1,235	2,500	2,500
Payroll Taxes	940	1,663	13,332	20,000	6,668	20,000	17,500
Pest Control/Exterminating	160	413	3,347	5,000	1,653	5,000	1,500
Plumbing Repairs	29,330	1,000	93,556	12,000	(81,556)	12,000	12,000
Pool Cards and Locks		18		150	150	150	250
Pool Furniture		163		2,000	2,000	2,000	500
Pool Repairs/Maintenance	1,358	3,337	37,695	40,000	2,305	40,000	5,050
Pool Supplies		38	935	500	(435)	500	3,000
Postage		125	1,171	1,500	329	1,500	
Phone and Internet		237	2,570	2,800	230	2,800	2,800
Printing Expense		413	895	5,000	4,105	5,000	
Property & Liability Insurance	1,572	6,316	79,559	75,770	(3,789)	75,770	119,000
Reserves							64,676
Reserve Expenses			56,157		(56,157)		
Roof Maint.	3,075	5,587	61,744	67,000	5,256	67,000	38,700
Social Activities	108	163	3,131	2,000	(1,131)	2,000	
Snow Removal Contract		3,788	45,239	45,500	261	45,500	
Snow Removal Misc.			4,500		(4,500)		5,400
Snow Removal Supplies		837	17,206	10,000	(7,206)	10,000	5,400
Trash Removal	466	4,413	49,202	53,000	3,798	53,000	50,800
Trees	500	1,250	30,877	15,000	(15,877)	15,000	23,200
Water and Sewer		15,837	186,330	190,000	3,670	190,000	188,500
Workers Comp Insurance		368	528	4,460	3,932	4,460	6,500
Siding Project	69,234	47,500	459,030	570,000	110,970	570,000	512,100
Property Manager	5,319	5,087	67,953	61,000	(6,953)	61,000	61,000
Total Expenses	164,287	143,191	1,713,826	1,718,336	4,510	1,718,336	1,631,676

Lakewoode Parkhomes Condominium Association

Income and Expense Comparative Statement

From 10/01/2016 to 09/30/2017

	<u>September 2017</u>		<u>October to September</u>			<u>Yearly Budgets</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Current</u>	<u>Last Year</u>
Revenues							
Carport Fees	444	444	5,328	5,328		5,328	5,328
Common fees	139,134	139,134	1,669,364	1,669,608	(244)	1,669,608	1,317,996
Interest Income- Reserve Accounts	39		506		506		1,000
Late Charges	1,435		5,391		5,391		
Legal Fees			342		342		
Miscellaneous Incomes	2,617		131,699		131,699		
Additional Assessments							287,350
Storage Shed Rental	160	170	2,020	2,040	(20)	2,040	1,650
Total Revenues	143,829	139,748	1,814,650	1,676,976	137,674	1,676,976	1,613,324

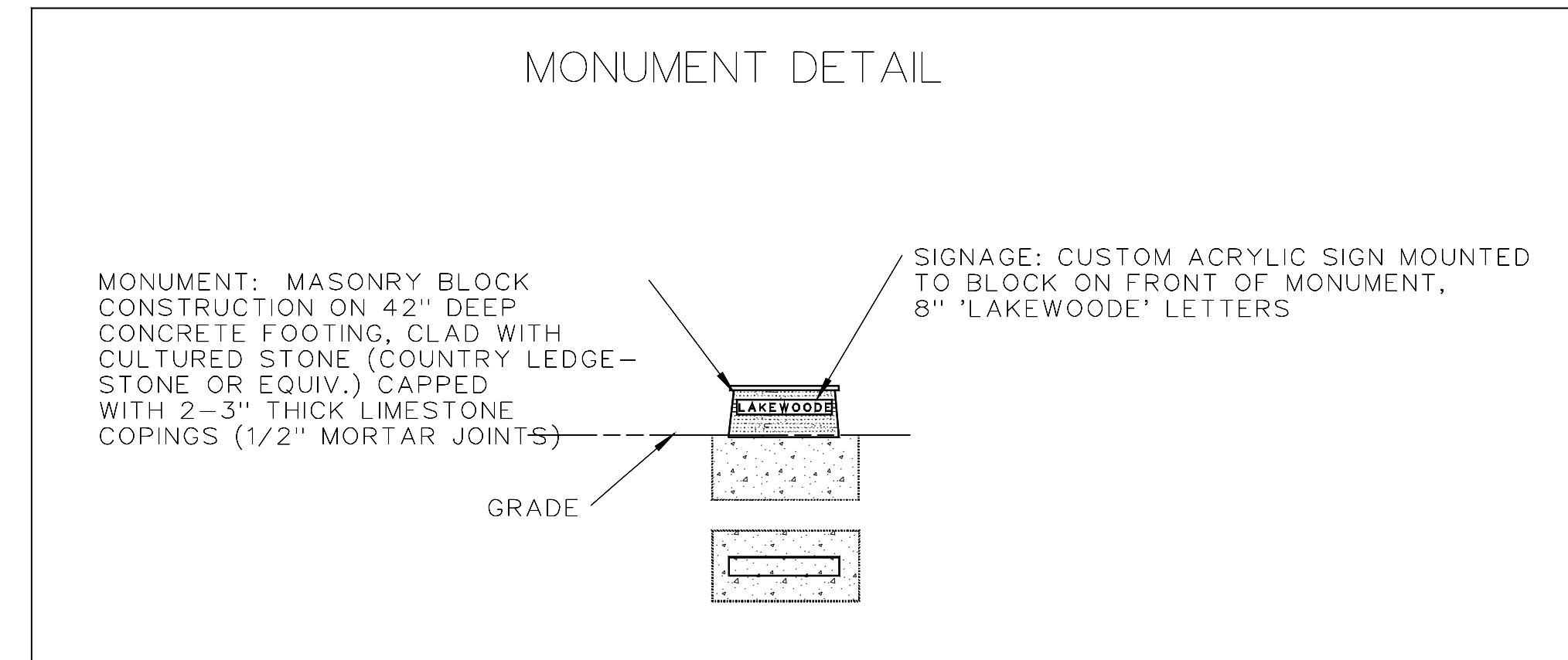
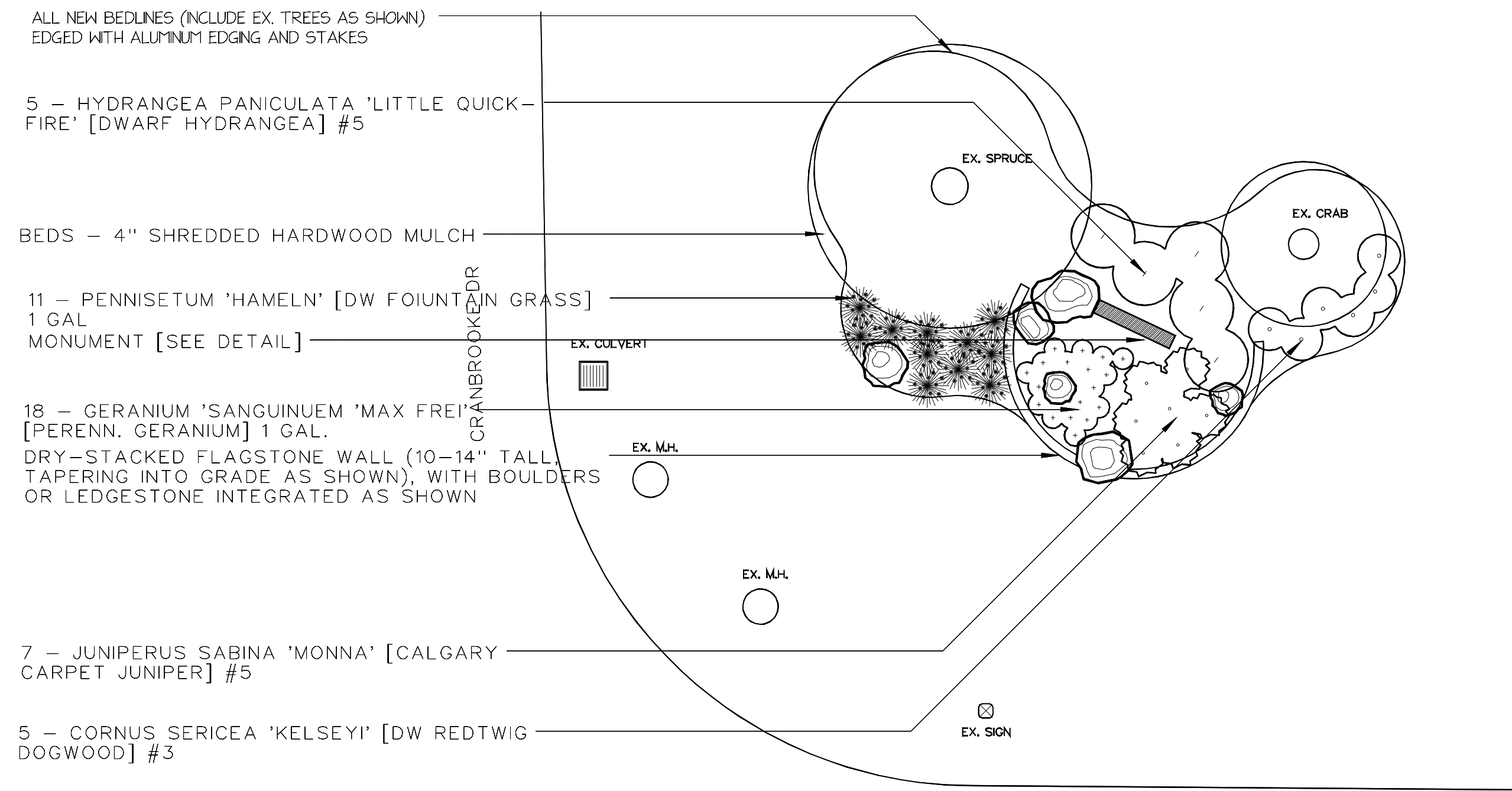
Expenses

Audit Expense		250	4,067	3,000	(1,067)	3,000	6,000
Staff Accountant	3,283	4,000	43,011	48,000	4,989	48,000	48,000
Bad Debt Expense		425	193	5,100	4,907	5,100	10,000
Bank Charges	122	137	1,390	1,600	210	1,600	1,250
Basement Wall Repairs		463	2,342	5,600	3,258	5,600	3,300
Building Mgr-Wages		3,750	21,541	45,000	23,459	45,000	45,000
Building Maintenance/Repairs	676	1,800	33,008	21,600	(11,408)	21,600	28,400
Carport Repairs		212	1,625	2,500	875	2,500	3,300
Cell Phones	139	287	2,870	3,400	530	3,400	2,500
Computer Expenses	120	163	1,458	2,000	542	2,000	2,000
Concrete/Asphalt Work		5,500	165,840	66,000	(99,840)	66,000	49,406
Electrical Repairs		25	1,021	300	(721)	300	600
Electricity (Security Lighting)		2,625	32,316	31,500	(816)	31,500	35,000
Fences/Traffic Signs	16,276	4,000	62,818	48,000	(14,818)	48,000	69,500
Garage Door Repair	26		26		(26)		
Gas and Oil	202	262	2,323	3,100	777	3,100	6,000
Grounds Mgr-Wages	3,964	4,112	51,286	49,300	(1,986)	49,300	49,260
Gutters		400	9,379	4,800	(4,579)	4,800	5,000
Lawn Maint. Contract	25,590	10,600	146,910	127,200	(19,710)	127,200	127,200
Lawn Maint./Supplies	76	113	10,411	1,400	(9,011)	1,400	3,300
LawnFert/Weed Control	1,430	1,300	11,030	15,600	4,570	15,600	15,600
Legal Expense		837	6,797	10,000	3,203	10,000	10,000

	<u>September 2017</u>		<u>October to September</u>			<u>Yearly Budgets</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Current</u>	<u>Last Year</u>
Licenses/Permits/Membership Fees		37	333	400	67	400	344
Pool Attendant Wages	753	1,337	12,901	16,000	3,099	16,000	16,000
Lighting	87	413	3,590	5,000	1,410	5,000	5,020
Maint. Supplies/Tools	230	213	4,100	2,600	(1,500)	2,600	600
Vehicle/ Equip. Repairs		113	4,809	1,400	(3,409)	1,400	3,600
Vehicle Loan/Equipment	2,777	925	12,960	11,100	(1,860)	11,100	9,260
Newsletter Production Printing & Postage	1,598	375	5,283	4,500	(783)	4,500	6,800
Office Part-time Wages							4,000
Office	485	1,288	10,554	15,500	4,946	15,500	16,200
Office Heat- Consumers Natural Gas		400	2,345	4,800	2,455	4,800	4,800
Painting							14,400
Paint Supplies			1,193		(1,193)		3,300
Payroll Preparation	208	212	2,275	2,500	225	2,500	5,000
Payroll Taxes	1,121	1,462	16,948	17,500	552	17,500	16,000
Pest Control/Exterminating	171	125	4,365	1,500	(2,865)	1,500	1,800
Plumbing Repairs	1,375	1,000	24,827	12,000	(12,827)	12,000	10,800
Pool Cards and Locks		19		250	250	250	250
Pool Furniture		38	2,169	500	(1,669)	500	500
Pool Misc.		25	28	300	272	300	300
Pool Repairs/Maintenance	973	419	14,623	5,050	(9,573)	5,050	5,000
Pool Supplies		250	814	3,000	2,186	3,000	3,800
Phone and Cable Service	233	237	2,787	2,800	13	2,800	2,000
Property & Liability Insurance		9,913	86,905	119,000	32,095	119,000	119,000
Reserves		5,386		64,676	64,676	64,676	
Roof Maint.	1,600	3,225	52,605	38,700	(13,905)	38,700	7,000
Social Activities	42		42		(42)		
Snow Removal Misc.		450		5,400	5,400	5,400	5,400
Snow Removal Supplies		450	4,084	5,400	1,316	5,400	5,400
Trash Removal	8,348	4,237	52,953	50,800	(2,153)	50,800	48,840
Trees	15,604	1,937	19,654	23,200	3,546	23,200	26,794
Water and Sewer		15,712	142,458	188,500	46,042	188,500	195,000
Workers Comp Insurance		538	6,654	6,500	(154)	6,500	9,500
Siding Project	45,814	42,675	412,246	512,100	99,854	512,100	500,000
Property Manager	4,692	5,087	61,000	61,000		61,000	46,000
Total Expenses	138,015	139,759	1,577,167	1,676,976	99,809	1,676,976	1,613,324
Net Income	5,814	(11)	237,483	0	237,483	0	0

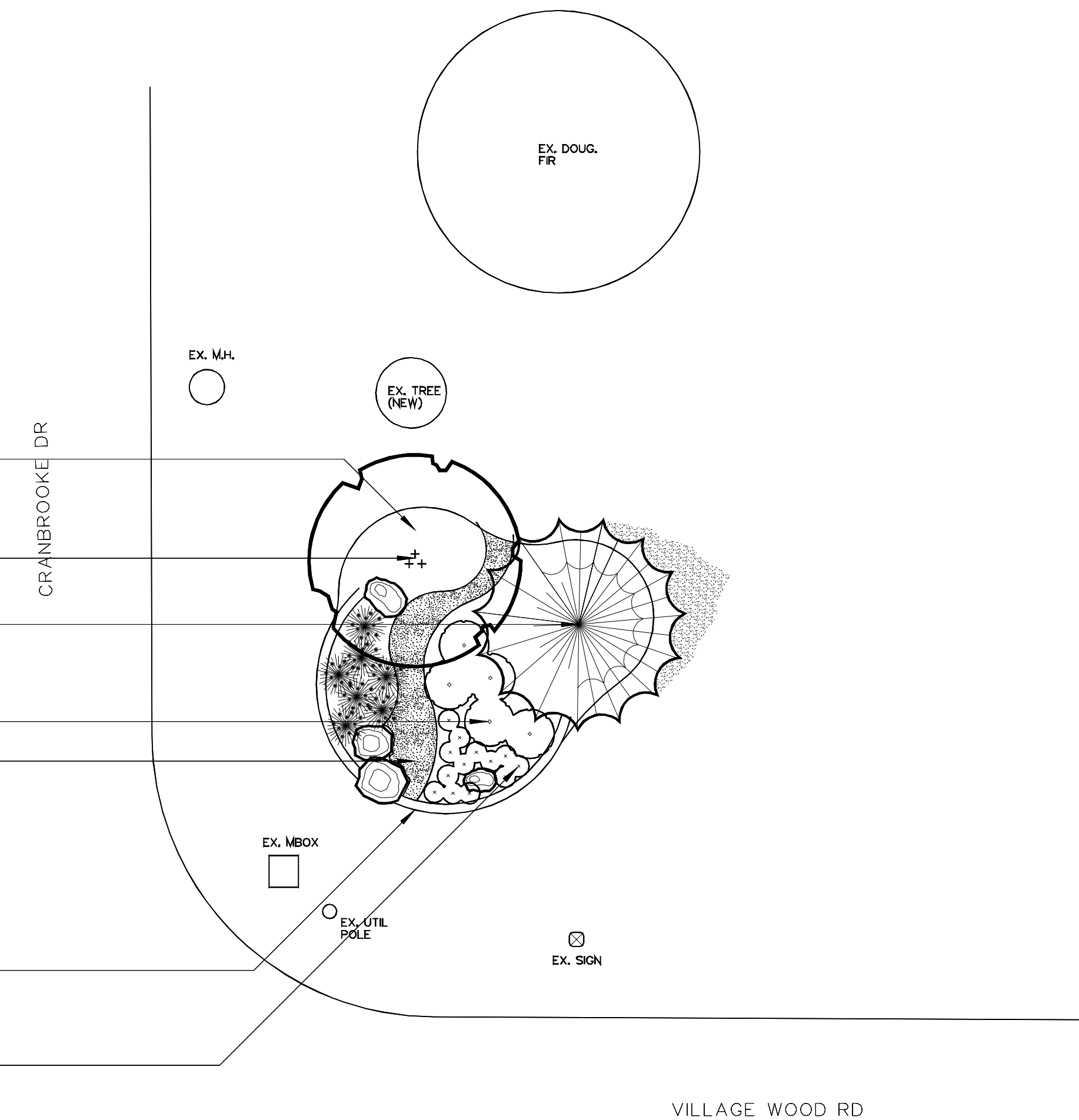
LANDSCAPE / MONUMENT PLAN (INTERNAL CORNERS)

SW CORNER (VILLAGE WOOD AND CRANBROOKE)

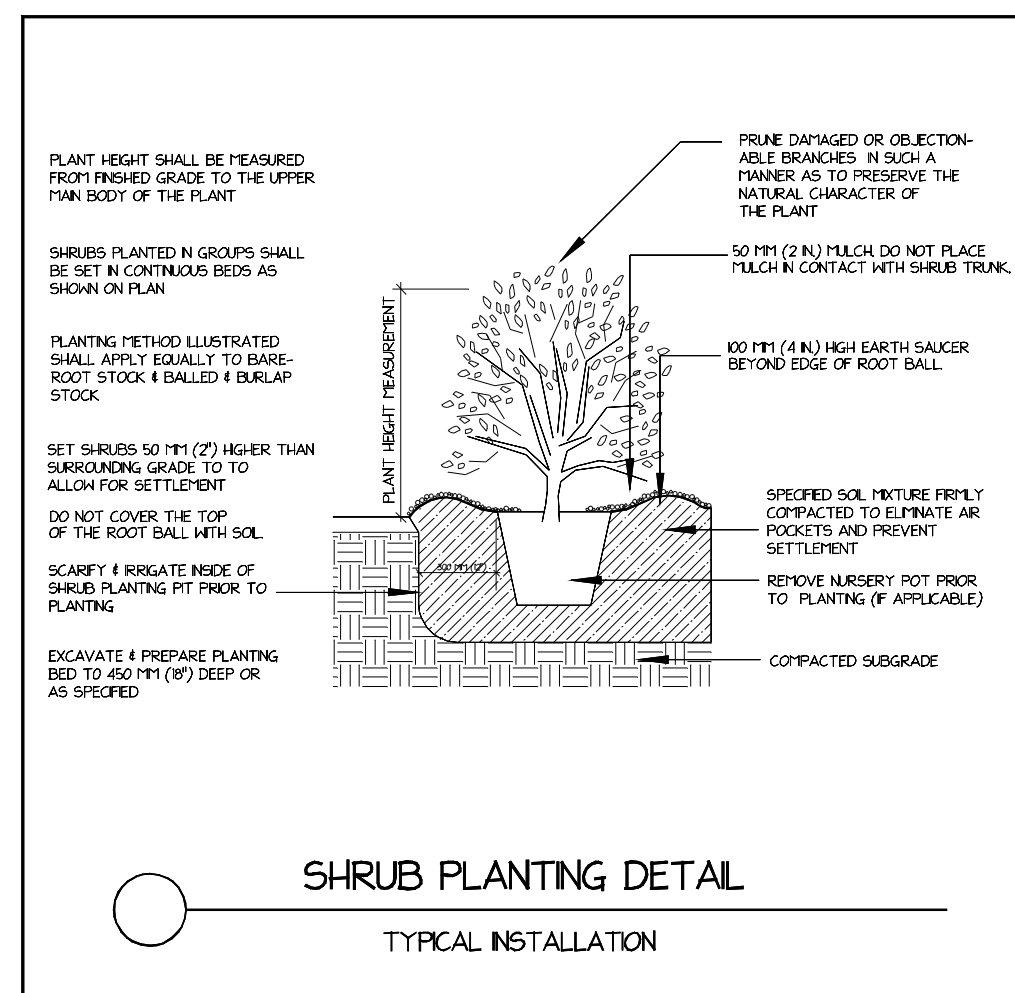


NE CORNER (VILLAGE WOOD AND CRANBROOKE)

VILLAGE WOOD RD



- NOTES:
- EXCAVATED SPOILS TO BE USED ONSITE WHERE POSSIBLE
 - DAMAGED TURF AREAS TO BE RE-SODDED
 - NEW LANDSCAPE AREAS TO BE DRIP IRRIGATED. TIE-IN TO EXISTING SPRINKLER SYSTEM TBD

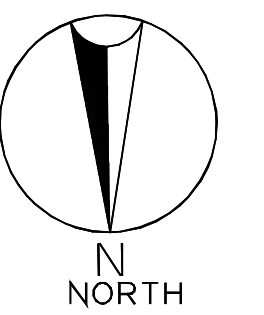


NOTES

10979 HI TECH DRIVE
LAKEMORE, MI 48189
248.380.8000
WWW.TREASURED-EARTH.COM

COPYRIGHT TREASURED EARTH LLC. PLEASE DO NOT REPRODUCE OR DISTRIBUTE THIS PLAN WITHOUT THE WRITTEN CONSENT OF TREASURED EARTH LLC. THANK YOU.

No.	Date	Description	INTL.



LAKEWODE ENTRYWAYS
(INTERNAL CORNERS)

SCALE: 1/8" = 1'	PROJECT NO.
DRAWN BY: JM	SHEET NO.
CHECKED BY:	2 OF 3
DATE: 1-20-20	
DATE OF PRINT:	

LANDSCAPE / MONUMENT PLAN (9 MILE ENTRANCE)

- NOTES:
 - EXCAVATED SPOILS TO BE USED ONSITE WHERE POSSIBLE
 - DAMAGED TURF AREAS TO BE RE-SODDED
 - NEW LANDSCAPE AREAS TO BE DRIP IRRIGATED. TIE-IN TO EXISTING SPRINKLER SYSTEM TBD

- 3 - PICEA GLAUCA DENSATA [BLACK HILLS SPRUCE] 8'
- NEW BED AREAS - 4" SHREDDED HARDWOOD MULCH, BED EDGES ALUMINUM EDGING W/STAKES
- 3 - AMELANCHIER 'AUTUMN BRILLIANCE' [SERVICEBERRY] 7'
- 3 - PHYSCARPUS 'SUMMERWINE' [NINEBARK] #5
- 12 - PENNisetum 'HAMELN' [FOUNTAIN GRASS] 1 GAL

MONUMENT (SEE DETAIL)
 CREATE "DRYSTREAM" WITH 3 SIZES RIVER STONE, OVER LANDSCAPE FABRIC AND EDGED WITH ALUMINUM EDGING AND STAKES
 DRY-STACKED FLAGSTONE GARDEN WALL, APPROX. 10-12", TAPERING INTO GRADE AT ENDS AS SHOWN. NAT. BOULDERS OR LEDGESTONE INTEGRATED AS SHOWN

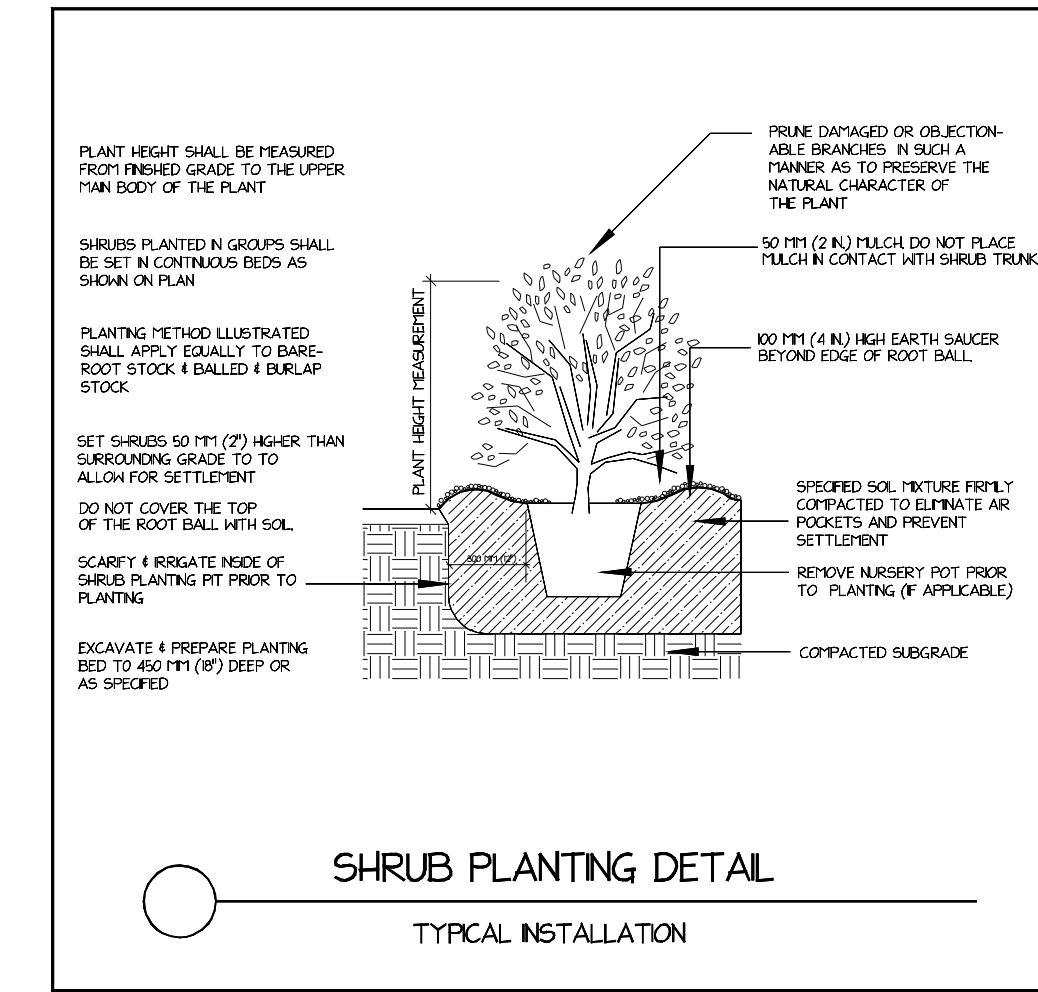
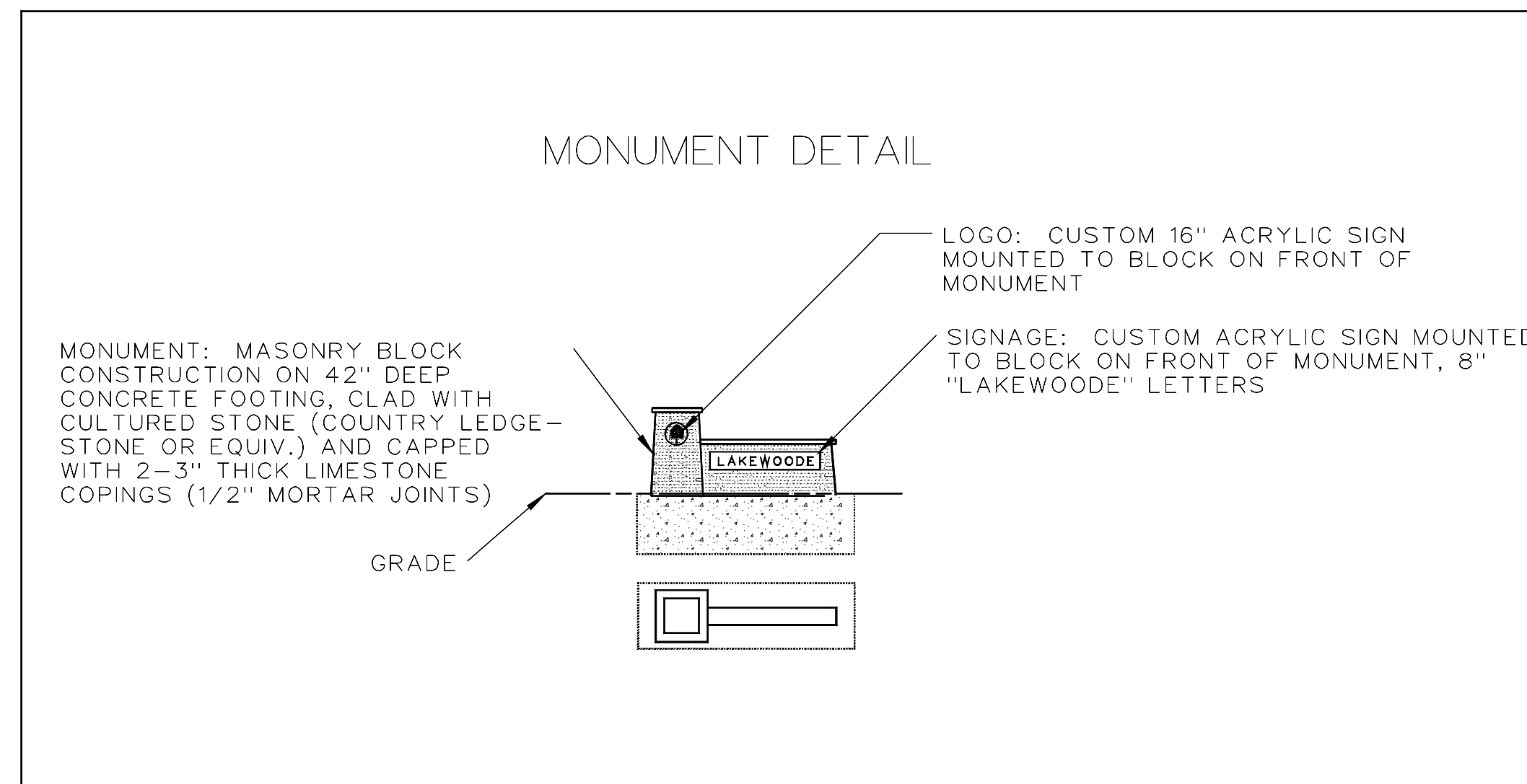
- 27 - GERANIUM SANGUINUM 'MAX FREI' [PERENNIAL GERANIUM]

NINE MILE ROAD

OVERHEAD UTILITY

GAS

CRANBROOKE DR

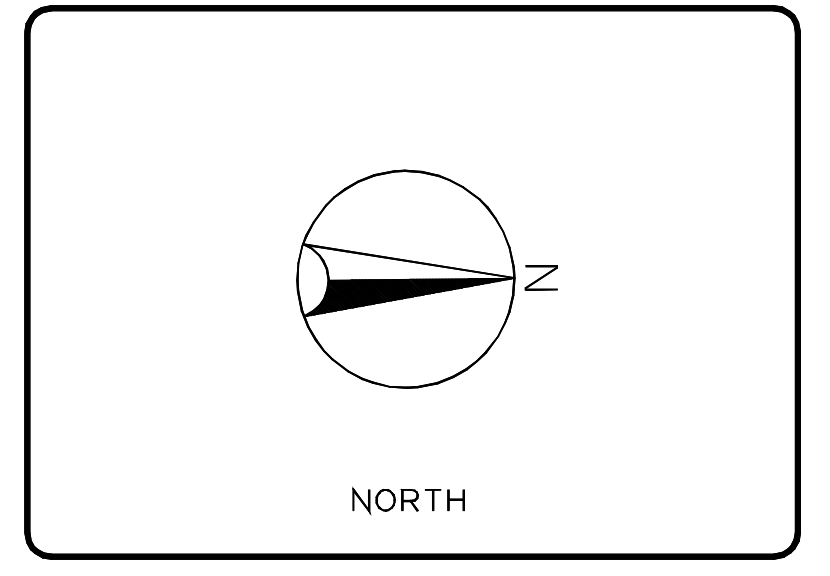


NOTES

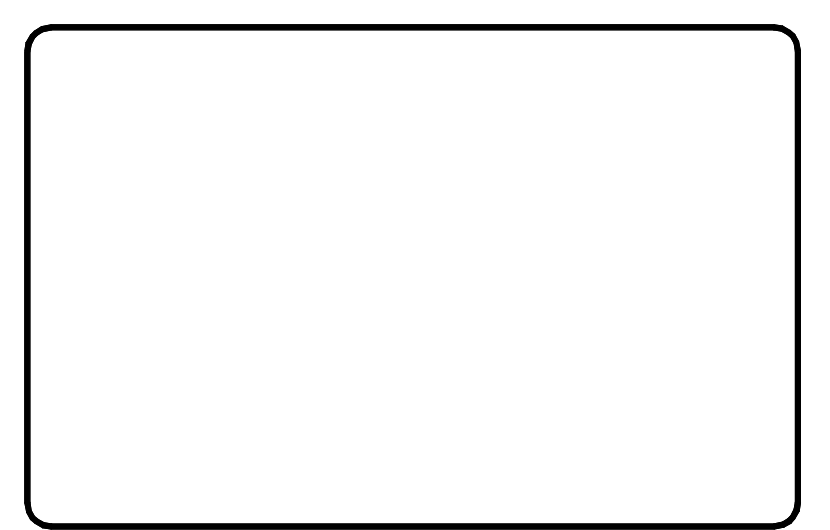
10979 HI TECH DRIVE
 TAYLOR, MI 48189
 248.801.8000
 WWW.TREASURED-EARTH.COM

COPYRIGHT TREASURED EARTH LLC. PLEASE DO NOT REPRODUCE OR DISTRIBUTE THIS PLAN WITHOUT THE WRITTEN CONSENT OF TREASURED EARTH LLC. THANK YOU.

No.	Date	Description	INT'L.

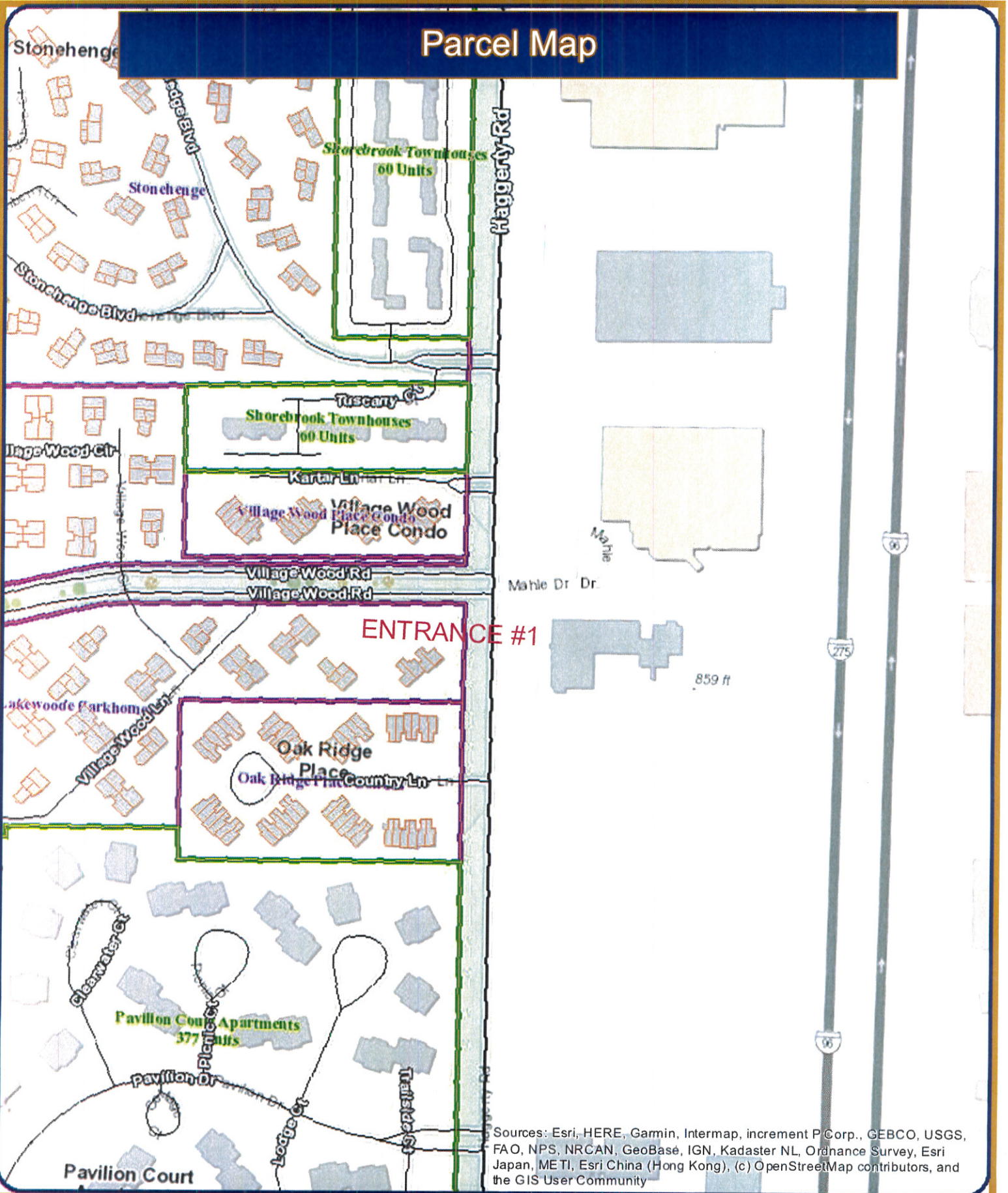


LAKEMOORE ENTRYWAYS
(NINE MILE RD ENTRANCE)



SCALE: 1/8" = 1'	PROJECT NO.
DRAWN BY: JM	SHEET NO.
CHECKED BY:	1 OF 3
DATE: 1-20-20	
DATE OF PRINT:	

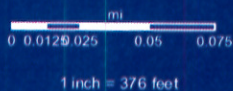
Parcel Map



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

MAP INTERPRETATION NOTICE

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



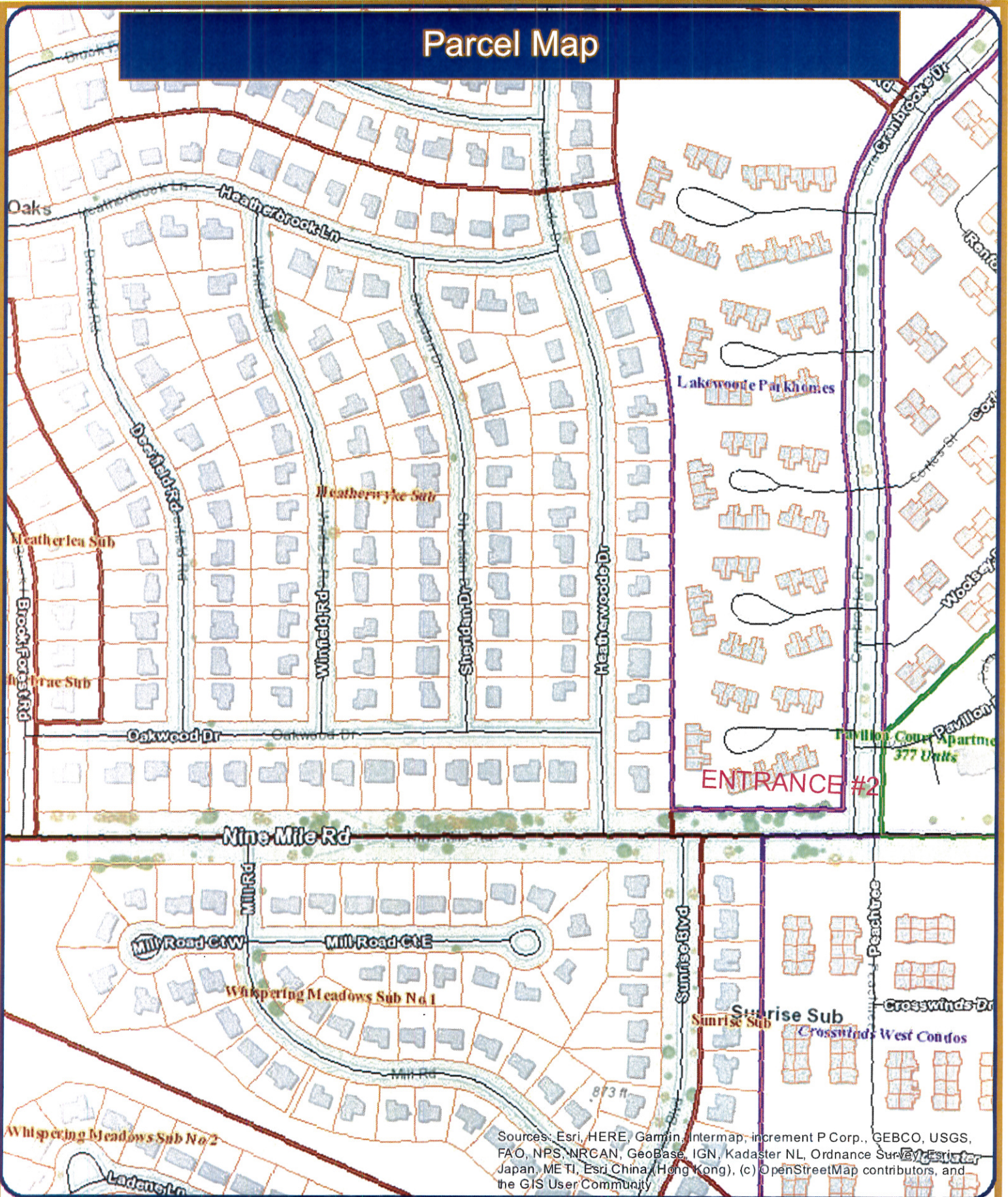
Map Print Date:
1/8/2020



City of Novi

45175 Ten Mile Rd
Novi, MI 48375
cityofnovi.org

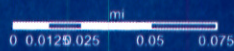
Parcel Map



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri, DeLorme, Japan, MEI, Esri China (Hong Kong), (c) OpenStreetMap contributors, 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 = 376 feet



Map Print Date:
1/8/2020



City of Novi

45175 Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Meadowbrook Lake

January 31, 2020

City of Novi
Community Relations
45175 Ten Mile Road
Novi, Michigan 48375

SUBJECT: NEIGHBORHOOD ENTRYWAY ENHANCEMENT MATCHING GRANT PROGRAM - 2020

Meadowbrook Lake Subdivision is extremely grateful to the City of Novi and The Beautification Commission for the opportunity for a grant to update and beautify our entryways into our subdivision. The Entryway Grant Program gives us the motivation and resources to make a substantial investment in our subdivision. Attached is our Grant submission.

In 2017 we were awarded a \$5000 grant and we upgraded two (2) of the four (4) entryway signs (Phase I). This Grant will allow us to finalize our plan to replace the remaining two (2) wooden signs with the modern stone signs (Phase II). We believe these new signs are a significant improvement over the wooden ones and reflect positively on the subdivision and City.

We have secured proposals from the same contractors from 2017 totaling \$19,130, as well as in-kind services totaling \$330. We are requesting the full \$5000 grant.

We are very proud of our newer entryways and wish to make all our entrances complementary. Please contact me if you have any questions.

Sincerely,



Lynn Kocan, President
Meadowbrook Lake Subdivision Association
lkocan@twmi.rr.com
248-349-2114 (home)
248-921-0385 (cell)

Attachment

Novi Neighborhood Entryway Enhancement Matching Grant Application
Meadowbrook Lake Subdivision Association
January 31, 2020

I. Applicant Information

Association name: Meadowbrook Lake Subdivision Association

Age of Association: 53 years

First-Time Applicant? No

Project Leader: Lynn Kocan

Office Held/Position within Organization: President, Meadowbrook Lake Subdivision Association

Address: 23088 Ennishore Drive, Novi, Michigan 48375

Telephone: Home: (248) 349-2114 Cell: (248) 921-0385

Email: lkocan@twmi.rr.com

II. Project Information

II. a. Provide a clear Description of the Project Plan and Design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or pictures of project area, etc.

Meadowbrook Lake Subdivision (MBL) was developed in 1966. It is located at Nine Mile and Meadowbrook Roads. The first time our entryway signs were updated was 1991. We are one of a few subdivisions in Novi that has four (4) entrances. In 2017 we developed a plan to replace all the wood signs, update the landscapes at each monument, and upgrade from temporary solar to LED lighting at all four (4) of our entryways. **Attached is a map (Attachment A)** which shows the location of those entrances to the subdivision. Because of the scale and expense of the entire project, it became necessary to complete our plan in two (2) phases:

Phase I - Completed in 2017

--22426 Ennishore Drive, NE corner of Nine Mile Road and Ennishore Drive (Monument #1)

--23173 Meadowbrook Road, SW corner of Meadowbrook Road and Chattman Drive (Monument #2)

Phase II - Proposed for 2020

--22891 Penton Rise Court, NW corner of Meadowbrook Road and Penton Rise Court (Monument #3)

--41408 Glyme Drive, NW corner of Meadowbrook Road and Glyme Drive (Monument #4)

In 2017 the Meadowbrook Lake Subdivision applied for and was awarded a \$5,000 grant from the City to improve Phase I Monuments #1 and #2 (**Completed sign images - Attachment B**). With the grant money we were able to upgrade the two (2) signs and improve the landscaping around them. We are especially proud of the new sign and wish to complete our plan.

The remaining signs in Phase II, for which this grant request is written, are currently made of wood with wood posts. Please refer to the **attached pictures depicting the current appearance (Attachment C)** of the entrances. The replacement of these signs will make all our entrances complementary and easily identifiable.

The last time Monuments #3 and #4 were updated was in 1991 (over 29 years ago). We have repainted the signs several times over the years, but they need to be updated, similar to the new signs installed in 2017. There will be no change in the location of the signs. We are proposing grounded stone signs with engraved lettering, due to their longevity and theft resistance. Pete Eichinger of Performance Creative Resources helped us design and installed the first two signs in 2017 and will be the contractor for the two new ones (**design attached-Attachment D**). He will excavate for the footings and install a stone base 90" (7' 6") wide, 51" (4'3") tall, and 15" deep. The base will be covered with Bucks County limestone cultured stone and mortar. The top will be flat wall coping with a keystone. The sign panel will be Indiana Buff limestone that is 72" (6') wide, 24" high, and 2.25" deep. It will be routed with our subdivision name and established date, paint filled in black, and will be set into the cultured stone base. These signs will be slightly smaller than the first two signs because of their location on private residential property. The total cost for the two signs, including a design fee, is \$18,100.

We are not proposing any permanent landscaping as part of this grant application. However, our current landscaper, Ledbetter Outdoor Services, Novi, will remove the existing pine tree at the Glyme Street entrance (Monument #4); the tree has grown into the electrical lines and is quite aged. He will remove all damaged plants at both monuments and will put in hardwood mulch. We will reinstall the solar lighting that was there prior to the upgrade.

As information, during the 2020-2021 fiscal year, the Association will work with the individual homeowners and add perennials and permanent landscape plantings at the entryways that are esthetically pleasing as well as deer and drought resistant. Installation of LED lighting to replace the temporary solar lights is a subdivision priority. In 2018 we worked with DTE and did upgrade to LED lighting of our Phase I monuments; we are budgeting to do the same for the Phase II entrances in our next fiscal year.

To accomplish the installation of the proposed new entryway signs within the requirements of the City's ordinances, we are requesting the full \$5,000 grant. We are grateful to have the opportunity of this grant to complete our entryways.

II. b. Give the proposed project area's location. Please provide a written description of location, along with an attached map with location identified.

Meadowbrook Lake Subdivision is located near Nine Mile and Meadowbrook Road in Section 22 of the City of Novi. The monuments that will be replaced and enhanced are located at 22891 Penton Rise Court, the NW corner of Meadowbrook Road and Penton Rise Court (Monument #3), and 41408 Glyme Drive, the NW corner of Meadowbrook Road and Glyme Drive (Monument #4), as sited on the **attached maps (Attachment E)**.

II. c. Explain how the project meets review criteria listed in the "Grant Selection Criteria & Evaluation Process" section.

II. c.1. Project Need & Impact (0–25 points)

II. c.1.a. *The age of the subdivision.*

In 2016 Meadowbrook Lake Subdivision(MBL) celebrated its 50 year anniversary; it is now 53 years old. There are 150 homes which make up the subdivision, located in the northwest quadrant at Nine Mile and Meadowbrook Roads.

II. c.1.b. *Improvement from existing conditions of the project area.*

We appreciate that the City of Novi is offering the opportunity and motivation to upgrade signage throughout the City by offering a grant, as we are making a substantial investment. The remaining wood signs are 29 years old. The proposed modern stone sign panels will match the two previously installed signs. They are a significant improvement and will reflect positively on the subdivision and City.

II. c.1.c. *The potential impact of the project on the neighborhood; project's ability to establish the neighborhood and create an inviting subdivision entrance.*

The residents of Meadowbrook Lake take great pride in the subdivision and their homes. We have a beautiful private lake, park and playground. Many of the subdivisions around Meadowbrook Lake have already installed stone entrance signs. Updating and upgrading our remaining monuments will modernize and complement our other new signs and our subdivision image, helping to maintain property values. We have discussed the plan with the two homeowners on whose properties the signs will be replaced and have attached their **letters of approval and support (Attachment F)**.

II. c.1.d. *The potential impact of the project on the City of Novi; project's creativity and visibility along major corridors.*

Meadowbrook Lake Subdivision is along major corridors of the City--Nine Mile Road and Meadowbrook Road. Chase Farms subdivision is to the south and Hickory Corporate Park is to the west on Nine Mile Road. It is essential and advantageous to differentiate ourselves from the industrial corridor and better identify ourselves as a premier residential subdivision. There are no known negative affects to the surrounding environment.

II.c.2. Project Feasibility (0-25 points)

II.c.2.a. *The commitment and capacity of the requesting organization's directors or trustees to carry out the program.*

The Meadowbrook Lake Homeowners Association Board is made up of nine (9) resident volunteers with combined service of over 50 years on the Board. Our backgrounds include a CPA as well as business management, law, HR/legal compliance, commercial and residential property management, IT, engineering, education and health professions. The Board has a history of enforcement of our Deeds and Restrictions regarding architectural and building standards. Everyone on the Board is very committed and capable of overseeing the project through completion. Since 2012 the MBL Board has made it a priority to add funds to the subdivision savings/reserve account in anticipation of large project expenses. Those funds allowed us to complete Phase I. In 2018 residents in the Association agreed to raise our dues as a commitment to continued beautification and upkeep of our entryways and our park, thus allowing us to complete Phase II.

II.c.2.b. An itemized account of how the money is to be spent.

Signs -	Concrete Footings	
	Stone base w/ limestone cap and keystone	
	Cultured stone backstone	
	Sandblasted limestone sign (2 @ \$9000)	\$ 18,000.00
	Design fee (2 @ \$50)	100.00
Landscaping -	Removal of pine tree	400.00
	Hardwood mulch	60.00
Permits -	Sign Permits (2 @ \$75)	150.00
	Foundation Permits (2 @ \$210)	<u>420.00</u>
Total cost		\$ <u>19,130.00</u>

We received approval from the residents at our annual meeting June 8, 2016 to use the funds in our reserve/savings account to beautify the entrance monuments. We currently have a balance of \$31,042, which reflects the ability to meet the 1:1 matching requirement of the \$5,000 grant, as well as the additional cost to the subdivision over the 1:1 grant match of \$9,130.

In-Kind Donation - We are very pleased that Ledbetter Outdoor Services has agreed to donate the labor to remove the current signs, deliver and install the mulch, and trim any branches necessary at the Penton Rise entrance as part of this project. That donation is valued at \$330.

In-Kind documentation and Contractor quotes attached (Attachment G).

II.c.2.c. The organization's fiscal responsibility and management qualifications.

The Board has fiduciary responsibility for the subdivision association (**budgets attached-Attachment H**). We have budgeted \$20,000, the entire funding of which will come from our reserve account (currently over \$31,000). Our fiscal year is from June 1 through May 31. We have included prior and our YTD income statements, as well as a projected budget for the next fiscal year beginning June 1, 2020 (our budgets are approved during our Annual Meeting each June). As part of our subdivision budget, we include adding to our "reserve/savings" account annually, which is dedicated to future projects/upgrades. We received overwhelming praise for first entryway signs installed in 2017. In 2018 the residents approved a raise in dues in order to commit to the continued beautification and upkeep of our entryways and our park. The Project Leader is the current President, Lynn Kocan. Years ago Mrs. Kocan was on the committee for the 1991 installation and landscaping of the signs to be upgraded and was the Project Leader for the 2017 Phase I project. That grant application estimated costs at \$17,100; our actual expense was \$17,140. Mrs. Kocan worked in financial administration for Ford Motor Company and a non-profit agency for 38 years; she served on the City of Novi's Zoning Board of Appeals and the Planning Commission from 2000-2006. She is very familiar with the site plan process and zoning ordinances. In addition, the Homeowner's Association worked with the City to bring the dam up to MDEQ standards in 2011-2012. The Board will assist in any way necessary to meet the City's work timeline and provide all necessary documentation as required by the grant.

II.c.2.d. History of maintenance; whether the association has implemented past improvement projects and has demonstrated the ability to maintain past neighborhood or entry improvement projects.

As shown at the bottom of on our budget summary, maintenance expenses are the greatest expense for the subdivision: from 47% to 79% over a 6-year period (averaging 53.4% in non-grant fiscal years).

In 2017 Meadowbrook Lake Subdivision was awarded a \$5,000 grant by the City to implement Phase I of our entryway sign improvement plan. We obtained all permits and worked with the contractors to remove the existing signage, pour foundations, erect the sign, and plant/replant landscape. All invoices were paid up front (\$17,140) and receipts turned in to the City for reimbursement in a timely manner.

In 2018 we worked with DTE to run electrical lines to the two (2) entryway signs in Phase I in order to replace the temporary solar lighting with LED landscape lighting. We installed a meter cam, weatherproof 2-circuit subpanel and structure in concrete, and a landscaping LED light at each of those two (2) monuments. The cost was \$2,174 to DTE and \$3,706 to Anstandig Electrical, totaling \$5,880. For the 2020/2021 fiscal year, the MBL Board will be budgeting to provide LED lighting for the Phase II entryways.

Also In 2018 several of our lights along the 900' pathway through the park had been vandalized. Anstandig Electrical converted those lights to LED lighting at a cost of \$1,235. All our bulbs are now LED. We recently had to replace another lamp at a cost of \$723.

In the future, the Association plans to upgrade the playground equipment to ensure our children's safety. We anticipate the cost to be anywhere from \$15,000-\$25,000.

The monuments and park area have been maintained annually by resident volunteers (weeding, watering, repainting of signs, etc.) as well as with an ongoing contract, which we just signed with Ledbetter Outdoor Services for the next 3 years. This contract covers Spring and Fall cleanup, park and entryway lawn cutting, and monument cleanup and weeding. Our Parks Director--as well as other residents--regularly walks the subdivision, picking up litter and noting any maintenance or improvements that need to be addressed. Resident volunteers have removed tires and a picnic table from the creek. The woodlands ordinance now prohibits us from removing fallen trees from the creek, but the City will remove them when they inhibit the flow from the dam. In addition to the monuments, Meadowbrook Lake Subdivision has a beautiful lake, large park and playground area. The grass is cut weekly from April through December. The park sidewalk is cleared of snow in the winter with a snow removal contract. In 2010 the subdivision enhanced the lengthy tree-lined entrance to the park on Ennishore by adding soil and grass seed along the ten-foot edge of the roadway; the City has posted No Parking signs on the East side of the road to keep the area as scenic as possible. In 2013 the swing set damaged by a fallen tree was replaced. In 2015 we replaced the baseball backstop; we were fortunate to contact a former resident of MBL whose company provided the service at a substantially reduced rate. Also, the trees along Ennishore Drive have recently been trimmed and shaped.

Meadowbrook Lake Subdivision is very proud of its maintenance history as is evidenced by its physical appearance.

II.c.3. Project Sustainability (0-25 points)

II.c.3.a. *Project is well planned and ready for implementation.*

Addresses have been secured from the City for the two sites. Letters of support and approval from the individual homeowners on whose properties the signs will be installed have been received. Bids have been secured from Performance Creative Resources, Inc., and Ledbetter Outdoor Services. If we receive the grant, we will work with the City and our contractors to ensure all permits, licenses and approvals are obtained and set a timeline for completion by October 30.

II.c.3.b. *Grant application includes well defined, scaled plans, and includes a description of how the finished project will look. It is strongly encouraged to include a design sketch, with plant counts if project includes plants.*

We have included a sketch of our proposed sign (Attachment C). The new signs will match the signs installed in Phase I (Attachments B-1 and B-2). We are not proposing any permanent landscaping as part of this project. However, our current landscaper, Ledbetter Outdoor Services, will remove the existing pine tree at the Glyme Street entrance (Monument #4); the tree has grown in to the electrical lines and is quite aged. He will remove all damaged plants at both monuments and will install hardwood mulch. In the next fiscal year we will work with the homeowners on whose properties the signs are located to design and install appropriate permanent plantings, ensuring that none are included on the invasive plant list.

II.c.3.c. *Project abides by all necessary laws and ordinances.*

We propose no change in location for the new signs. Our 1991 approval of a setback variance from the Zoning Board of Appeals is still valid (Case #91-43A, **letter attached-Attachment I**). Neither sign is in the Oakland County ROW and does not require right-of-way permits.

II.c.3.d. Grant application is complete and accurate (see checklist on pg. 11).

- Yes** Project is a permanent physical improvement located at the entrance of the neighborhood, and is not on-going or routine maintenance.
- Yes** Your Association did not receive City of Novi Neighborhood Entryway Enhancement grant funding in 2018 or 2019.
- Yes** You included in the grant application a current Association budget demonstrating the ability to fully fund the project prior to receipt of the reimbursement award.
- Yes** If in-kind donations are being used, formal documentation from the donating entity is included with the application.
- Yes** Documentation reflecting the Association's current spending on landscape and landscape maintenance is included.
- Yes** If project consists of entryway signage, project abides by all *Residential Entranceway Signage Guide* regulations (see attachment).
- Yes** Project complies with all City Ordinances.
- Yes** Project does ~~not~~ have a direct impact on an adjacent property owner or non-city agency. If project has an impact on an adjacent property owner or non-city agency, written permission or approval of project from the necessary entity is provided.
- Yes** Project does not include use of identified invasive species.
- Yes** All project documents are included in application (see *Required Application Materials on Grant Application and Program Description*).
- Yes** Map with project location identified is provided.
- Yes** Project budget, including all itemized cost estimates, is completed on application.

At the pre-application meeting the City confirmed that neither sign is located within the ROW; therefore, a subdivision sign license agreement is not necessary.

II.c.3.e. The project includes sustainable design elements.

The sign and base will be constructed of cinder block, cultured stone and limestone. There will be concrete footings under the entire length of the base, in compliance with the ordinance. There will be sandblasted lettering on limestone signs, due to its longevity and theft resistance. These materials will withstand the elements and last much longer than wood.

II. d. 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 here, and attach written permission/approval from the necessary entity.

There are no location or topography changes proposed. The two monuments are on private property (41416 Glyme and 22883 Penton Rise). Neither sign is in County or City ROW. The Association has discussed the plans with each of the property owners and we have secured letters of their approval, as required. (Support Letters - Attachment E). The subdivision will install and maintain the landscaping at each location.

II. e. Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City's prohibited species list in Section 9c in the City's Landscape Design Manual.

While there is no permanent landscaping proposed as part of this project, the Board is committed to working with the homeowners on whose properties the signs are located to determine the best mix of plantings that are esthetically pleasing as well as deer and drought resistant. Funding for these plantings will be budgeted in our 2020-2021 budget year.

III. Funding Information

III. a. Estimated Total Project Costs: \$ 19,130

III. b. Who provided this cost estimate?

Signs - Performance Creative Resources, *Pete Eichinger, 810-523-3159*
 Landscaping - Ledbetter Outdoor Services, *Rob Ledbetter, 248-225-6113*

III. c. Total amount of funds requested: \$ 5,000

III. 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 additional cost: \$ 9,130

III. e. Total amount to be donated through in-kind donations and/or cash assistance: \$ 330

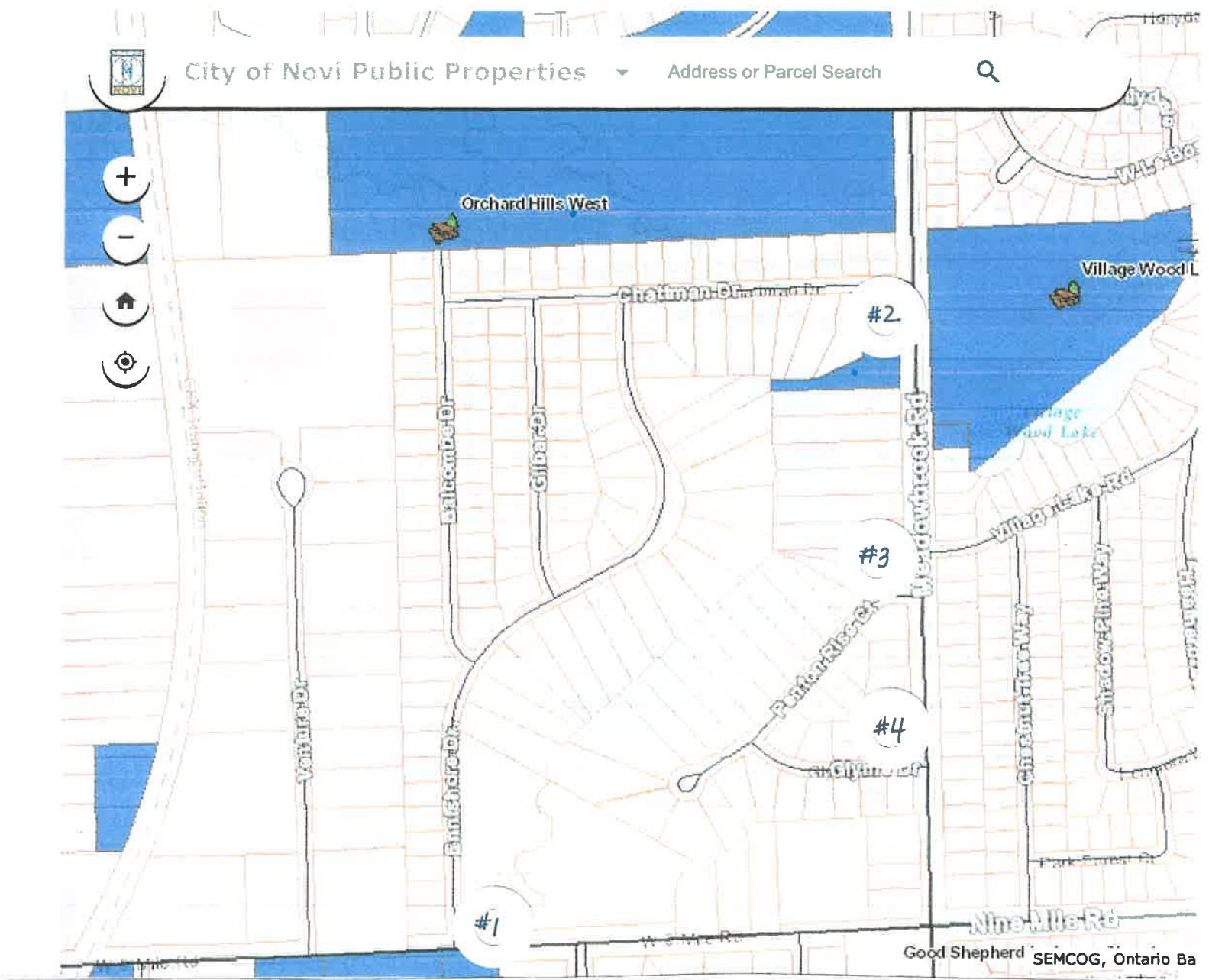
Please provide a summary of in-kind donation: Ledbetter Outdoor Services has agreed to donate the cost of labor for removal of the current signs (value of \$100), to deliver and install the mulch (value of \$130), and to trim any necessary tree branches at the Penton Rise location (value \$100), totaling \$330.

III. f. Itemized cost/unit estimate

Removal of pine tree at Glyme			\$ 400
Hardwood Mulch	2 yards	@\$30/yard	<u>60</u>
Total			<u>\$ 460</u>

IV. Attachments

- A - Project Location - Meadowbrook Lake Subdivision
- B - 2017 Completed Sign Images: Phase I: Monument #1 - 22426 Ennishore Drive
Monument #2 - 23173 Meadowbrook Road
- C - 1991 Existing Sign Images: Phase II: Monument #3 - 22891 Penton Rise Court
Monument #4 - 41408 Glyme Drive
- D - New Sign Rendering
- E - Site Plans
- F - Homeowner Letters of Approval
- G - In-Kind Donation Documentation/Contractor Quotes
- H- Meadowbrook Lake Financial Statement
- I - Zoning Board of Appeals Approval for Phase II Monument locations #3 and #4 (1991)



MEADOWBROOK LAKE SUBDIVISION

Phase I - Entrance Monuments Completed in 2017

- 22426 Ennishore Drive, NE corner of Nine Mile Road and Ennishore Drive (Monument #1)
- 23173 Meadowbrook Road, SW corner of Meadowbrook Road and Chattman Drive (Monument #2)

Phase II - Entrance Monuments Proposed for Upgrade in 2020

- 22891 Penton Rise Court, NW corner of Meadowbrook Road and Penton Rise Court (Monument #3)
- 41408 Glyme Drive, NW corner of Meadowbrook Road and Glyme Drive (Monument #4)



PHASE I - 2017 Completed Entrance Monument #1

22426 Ennishore Drive

Entrance Monument #1 is located at the NE corner of Ennishore Drive and Nine Mile Road



PHASE I - 2017 Completed Entrance Monument #2

23173 Meadowbrook Road

Entrance Monument #2 is located at the SW corner of Meadowbrook Road and
Chattman Drive



PHASE II - Existing Entrance Monument #3

22891 Penton Rise Court

Entrance Monument #3 is located at the NW corner of Penton Rise Court and Meadowbrook Road.

No landscaping proposed at this time other than trimming of branches of tree, if required. Mulch will be added upon completion of the installation.



PHASE II - Existing Entrance Monument #4

41408 Glyme Drive

Entrance Monument #4 is located at the NW corner of Glyme Drive and Meadowbrook Road.

No landscaping proposed at this time other than the removal of the pine tree. Mulch will be added upon completion of the installation.

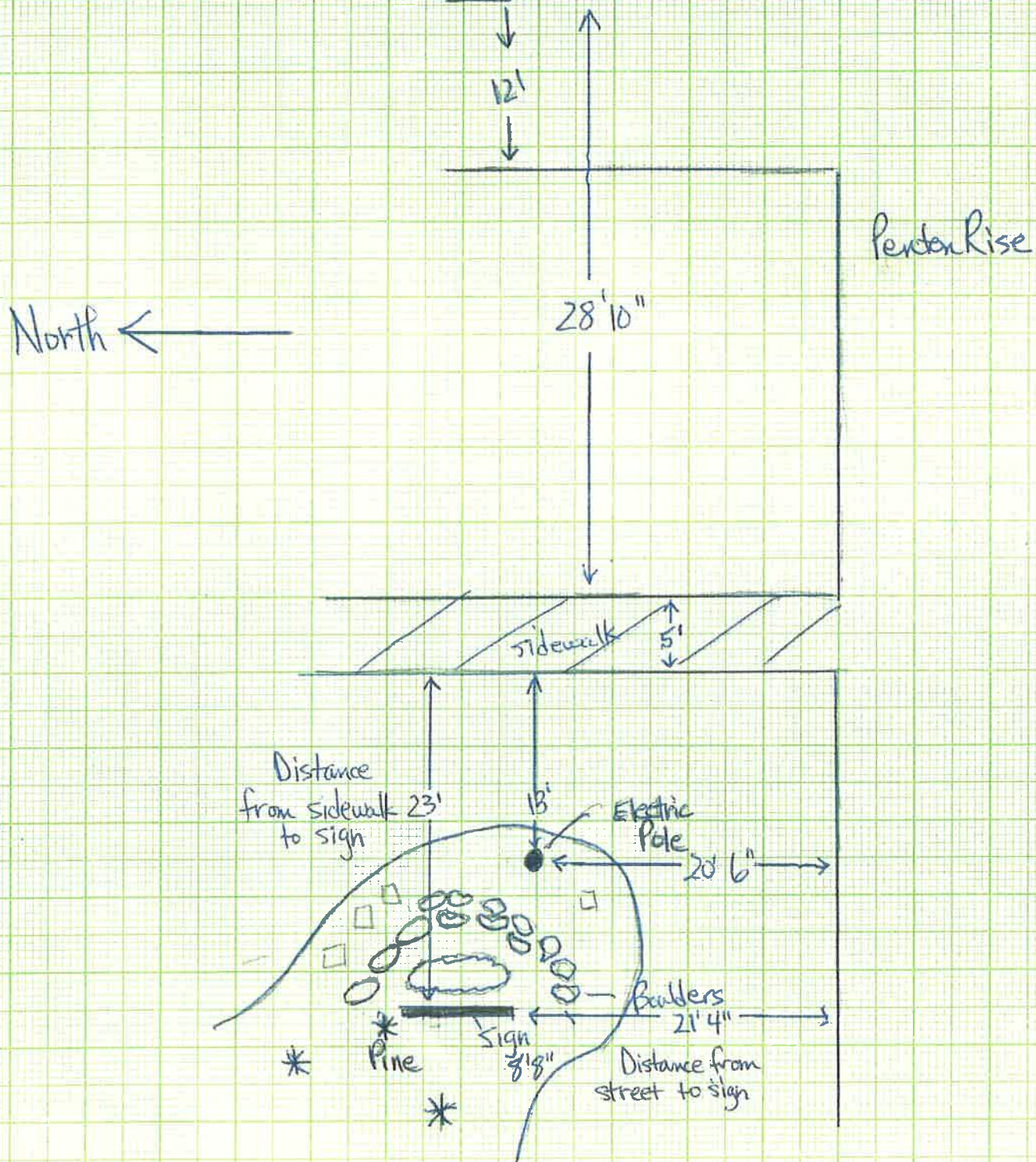
The base structure is Bucks County limestone cultured stone and mortar with flat wall coping with a keystone. Dimensions are 90" (7' 6") wide, 51" (4'3") tall, and 15" deep.

The sign panel will be Indiana Buff limestone with an arched top that is 72" (6') wide, 24" high, and 2.25" deep. It will be routed with our subdivision name and established date, paint filled in black, and will be set into the cultured stone base.



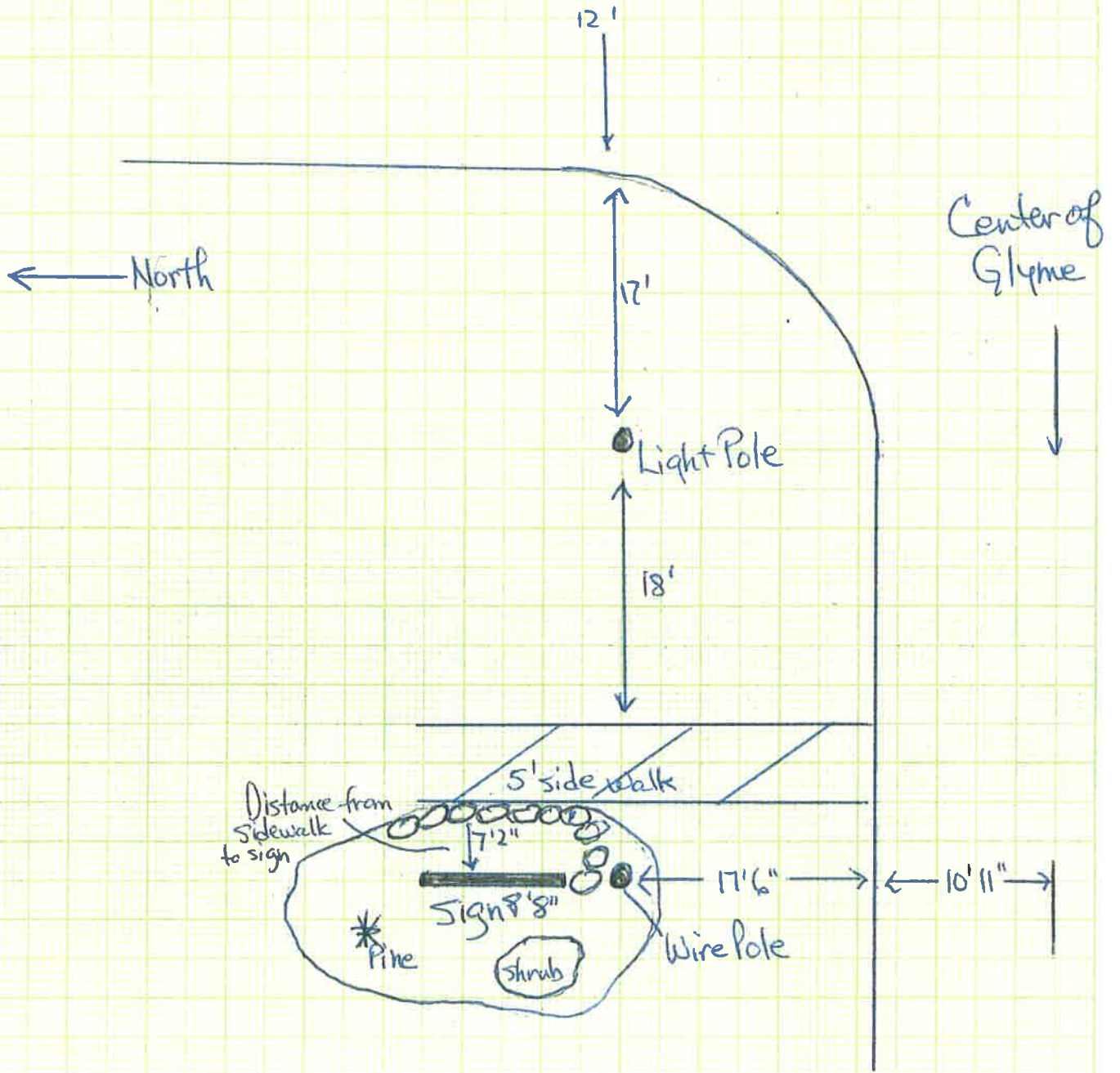
New Sign Rendering

Middle of Meadowbrook Road



22891 PENTON RISE

Middle of Meadowbrook Road



41408 GLYME DRIVE

December 12, 2019

Meadowbrook Lake Homeowners Association
PO Box 242
Novi, Michigan 48374

Attention: Board of Directors

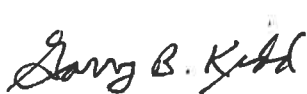
Subject: New Entrance Monument - 22891 Penton Rise Court

We understand that the Meadowbrook Lake Homeowners Association is applying for a grant to upgrade the landscaping and entrance monuments into the subdivision. One of the entry monuments is located on our property at 22883 Penton Rise (Lot 117). We have been residents here since 1970 and the entryway sign has been on our property for all that time.

The Board has approached us regarding our approval and permission to enhance the entryway. **The Board has our permission** and we look forward to working with them through the completion of the project.

We commend the City for offering a grant to assist in this endeavor.

Sincerely,



Garry and Eileen Kidd
22883 Penton Rise
Novi, Michigan 48375

January 5, 2020

Meadowbrook Lake Homeowners Association
PO Box 242
Novi, Michigan 48374

Attention: Board of Directors

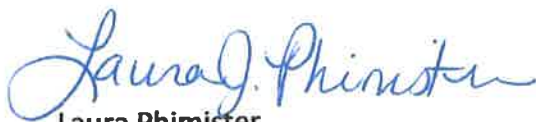
Subject: New Entrance Monument - 41408 Glyme Drive

I understand that the Meadowbrook Lake Homeowners Association is applying for a grant to upgrade the landscaping and entrance monuments into the subdivision. One of the entry monuments is located on my property at 41416 Glyme (Lot 139).

The Board has approached me regarding my approval and permission to enhance the entryway. **The Board has my permission** and I look forward to working with them through the completion of the project.

I commend the City for offering a grant to assist in this endeavor.

Sincerely,



Laura Phimister
41416 Glyme
Novi, Michigan 48375

Ledbetter Outdoor Service
 26510 Taft Rd.
 Novi, MI 48375
 (248)225-6113
 virginiaColeman728@yahoo.com



Proposal

ADDRESS

Meadowbrook Lake Sub
 P.O. Box 242
 Novi, MI 48376-0242

PROPOSAL # 1377

DATE 01/25/2020

SALES REP

Rob

ACTIVITY	QTY	RATE	AMOUNT
Estimate for Landscaping			
Proposal Removal of pine tree at 41416 Glyme Dr. and removal of stump below ground level.	1	400.00	400.00
Proposal Purchase 2 yards of hardwood mulch	2	30.00	60.00
Services In Kind Services	1	0.00	0.00
Proposal Removal of two signs cut below ground level Value: \$100.00	1	0.00	0.00
Proposal Installation of 2 yards of mulch Value: \$90.00	1	0.00	0.00
Proposal Trimming of branches at 21883 Penton Rise Ct. Value: \$100.00	1	0.00	0.00
Proposal Delivery of Mulch Value: \$40.00	1	0.00	0.00
Total Value of In Kind \$330.00			
TOTAL			\$460.00



Signs/Displays
Logo Apparel
Design/Print
Promotional Items
Advertising/Marketing

1/26/20

Lynn Kocan:

Here is our revised proposal for construction of the phase II entryway signs for Meadowbrook Lake subdivision @ Penton Rise & Glyme

- **SIGN STRUCTURES-BUCKS COUNTY CULTURED STONE; INDIANA BUFF LIMESTONE SIGNS**
 - Size: 90" (7'6") (w) x 51" (h) (4.25") x 15" (d) (1.25')
 - Excavate holes for footings
 - Furnish concrete & pour footing
 - set concrete block on footing
 - Furnish Bucks County limestone cultured stone & mortar
 - Furnish & install flat wall coping w/keystone @ approx. 18" (d) x 5" (h) x 92" (w)
 - Install cultured stone around block, set sign panel within
 - Furnish Indiana Buff Limestone arched sign panel approx. 72" (w) x 24" (h) x 2.25" (d)
 - Sandblast name & established date, paint fill in black
 - \$18,000.00
- **ADDITIONALS**
- \$100.00 for amortized design of layouts
- MLSA to cover cost of any city of Novi permits
- PCR to cover cost of any City of Novi contractor permits
- PCR to provide MLSA with current Certificate of Insurance for liability & WC
- Pricing is based on (2) identical units

Regards,

Pete Eichinger

2590 Lynch Road, Highland, MI 48357 • (P) 810.523.3159
e-mail: peichinger@sbcglobal.net

Attachment G-2

Meadowbrook Lake Subdivision Annual Balance Sheets

Fiscal Year is June 1 through May 31

	Actuals 2014-2015	Actuals 2015-2016	Actuals 2016-2017	Actual 2017-2018	Actual 2018-2019	Actual thru 12-31 2019	2019- 2020 Budget	Projected 2020-2021 Budget
Income								
Dues: 150 Homes	20,860	20,860	20,710	21,140	25,840	26,072	26,250	26,250
Late Fees	150	350	300	525	225	-	225	50
Bank Interest	3	4	3	3	4	2	5	5
Past Dues - Current Year	-	-	-	-	245	250	210	175
Past Dues - Prior Years	1,115	98	45	650				
Dues Paid in Advance	-	140	-	240	(25)			
City grant reimbursement				5,000			5,000	
Reserve funds allowance**				12,140	-		15,000	1,000
Total Income	22,128	21,452	21,058	39,698	26,289	26,324	46,690	27,480
Expenses								
Park Lawn Cutting	8,160	8,160	7,860	7,860	7,860	9,000	8,250	9,000
Park Lights	907	1,122	1,090	1,306	838	372	1,200	1,000
Park Maint/Repair/Snow Removal	689	1,476	200	1,565	525	-	1,600	1,200
Tree removal		600	-	750	-	-	1,000	1,000
Electrical Update				-	5,853	723	1,000	5,500
Park Improvements	173	318	55	205	-	-	300	275
Park Mulch & Clean Up	1,025	500	620	544	810	-	1,000	1,000
Entrance Monuments **			150	16,990	-	-	20,000	1,000
Total Maintenance Expenses	10,954	12,176	9,975	29,220	15,886	10,095	34,350	19,975
Annual Meeting	299	236	174	122	237	250	295	300
Association Filing Fee	20	-	20	20	20	20	20	20
Directory Printing	-	-	-	274	-	-	450	-
Ecology	75	-	-	-	18	27	100	100
Legal Expenses	-	-	-	-	-	-	-	-
Lien Fees	56	-	30	-	60	-	60	60
Liability Insurance	1,972	2,010	2,127	2,406	2,729	2,548	3,000	2,600
Memorial-Flowers/Donations	-	45	90	150	101	82	160	160
Welcome Packets	308	250	78	-	169	25	200	200
Newsletter & Special Distribution	323	108	-	-	-	-	100	50
Office Supplies	229	42	71	119	83	-	125	100
Post Office Box Rental Novi	62	66	70	76	82	92	85	85
Stamps/Fees	87	122	127	80	55	-	100	100
Social: Annual Picnic	2,887	2,515	2,070	954	995	1,153	1,200	1,200
Anniv Mugs/New Events			463	-	-	-	300	100
Santa in the Park	143	189	94	132	104	-	150	150
Easter Egg hunt	125	108	148	106	191	-	175	175
Storage	624	845	594	636	638	660	675	675
Other	70	65	151	132	104	103	200	200
Seasonal Expenses		55	32	76	118	64	250	230
Transfer - To / (From) Savings	5,000	2,500	2,500	2,500	5,500	-	4,695	1,000
Total Expenses	23,234	21,332	18,814	37,003	27,090	15,119	46,690	27,480
Variance - U/(O)	(1,106)	120	2,244	2,695	(801)	11,205	-	-

Bank Balance As of 05/31	2015	2016	2017	2018	2019	YTD 2019	Est 2020
Checking	3,533	3,658	5,854	8,627	7,826	19,168	7,597
Savings/Reserves	30,156	32,662	35,168	25,534	31,041	31,042	20,737
Total	33,689	36,320	41,022	34,161	38,867	50,210	28,334
Year over Year Change	8,168	2,631	4,702	(6,861)	4,706	11,343	(10,533)

Maintenance as % of Budget	0.471	0.571	0.530	0.790	0.586	0.736
-----------------------------------	-------	-------	-------	-------	-------	-------

** - To be funded out of Reserves



City of Novi

BOARD OF APPEALS
45175 W. Ten Mile Road
Novi, Michigan 48050
347-0431

June 6, 1991

Colleen A. Schultz
Meadowbrook Lake Homeowners
22811 Penton Rise Ct.
Novi, Michigan 48375

RE: ZONING BOARD OF APPEALS CASE NO. 91-43A-B


Dear Ms. Schultz:

At the June 4, 1991, Regular Meeting of the Zoning Board of Appeals the following motion passed.

THAT IN CASE NO. 91-43A-B, THE VARIANCE BE GRANTED AS REQUESTED TO ALLOW PLACEMENT OF TWO (2) SUBDIVISION ENTRANCEWAY SIGNS, BEING 8' X 2' (16 SQUARE FEET), WITH HEIGHT FROM GRADE TO TOP OF SIGN BEING 4 FEET, AND LOCATED ON LOT 117, 22883 PENTON RISE CT. AND LOT 139, 41416 GLYME DRIVE.

Very truly yours,

CITY OF NOVI


Everett E. Bailey
Building Official

EEB:jn

cc: G. Brent Canup

Variance approval void if permit not obtained
within 90 days of date of decision

Attachment I



Neighborhood Entryway Enhancement Matching Grant Application

Due Date: Friday, January 31, 2020

I. Applicant Information

Association's Name:

Age of the subdivision:

First-time Applicant: Yes No

If No, date of last application submitted:

Project Leader:

Position within HOA/organization:

Address:

Telephone:

E-Mail:

II. Project Information

If more space is required more than is given, answers to the questions below can be provided on separate sheets of paper.

- a. Provide a clear description of the project's plan and design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or photos of project area.

Our association is planning to add / update existing lighting to be more energy efficient and attractive. Attached is another document detailing those plans with screen prints, mapping of location, quotation for contract services etc.

- b. Give the proposed project area's location. Please provide a written description of location, along with an attached map with location identified. City maps can be found on the City of Novi website at: <http://cityofnovi.org/Community/Map-Gallery.aspx>.

(See attached documentation)

- c. Explain how the project meets the review criteria listed in the “**Grant Selection Criteria & Evaluation Process**” section.

We want to remove the purely functional only. Moving lighting downward and changing high cost older lighting systems to lower cost LED lighting. We are an "older" community but want to find ways to "look" like a modern desirable place to live.

1. Project Need & Impact (0 – 25 points).

Our Sub is over 30 years old and much of the outside is original. The new lighting will provide a much more inviting

2. Project Feasibility (0-25 points)

Financially we have budgetted for it. Our team has a master plan for upgrades

3. Project Sustainability (0-25 points)

All planning has been done by professionals in good standing with codes, permits and procedure.

- d. 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 here, and attach written permission / approval from the necessary entity.

All positive thus far. Ideas are improving lighted areas for pedestrians and vehicles. Cost savings with LED lights and environmental steps as well have been taken.

- e. Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City's prohibited species list in section 9c of the City's Landscape Design Manual at <http://cityofnovi.org/Government/City-Services/Community-Development/Information-Requirements-Sheets,-Checklists,-Manua/LandscapeDesignManual.aspx>

No plant life to be added in this proposal at this time but if accepted we may like to be considered as the weather allows.

III. Funding Information

a. Estimated total project costs:

b. Who provided this cost estimate?

(Name, Title, Company)

(Phone Number)

c. Total amount of funds requested:

(50% project costs up to \$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 additional cost:

e. Total amount to be donated through in-kind donations and/or cash assistance:

Provide a summary of in-kind donations, such as professional services or donated materials (excluding volunteer labor):

NA

Remember to include formal documentation from the donating entity on company letterhead confirming their specific donation for the project.

South Point Grant Project

Background – Novi has free matching money (\$5k) if we improve our entryway. They loved what I proposed. The lake frontage enhancements they said were out of scope. Pending board approval I would like to proceed with the following

There are two parts to the grant

1. Added lights (See following slides)
2. OPTION TBD (no cost and is not in the application to Novi) Turning off or remove existing lights (See slides)

NEW ENHANCEMENTS - South Point Condo Neighborhood Entryway Enhancement Project

● Replace with LED for sign (2) places

● LED cans to light up trees (3) places

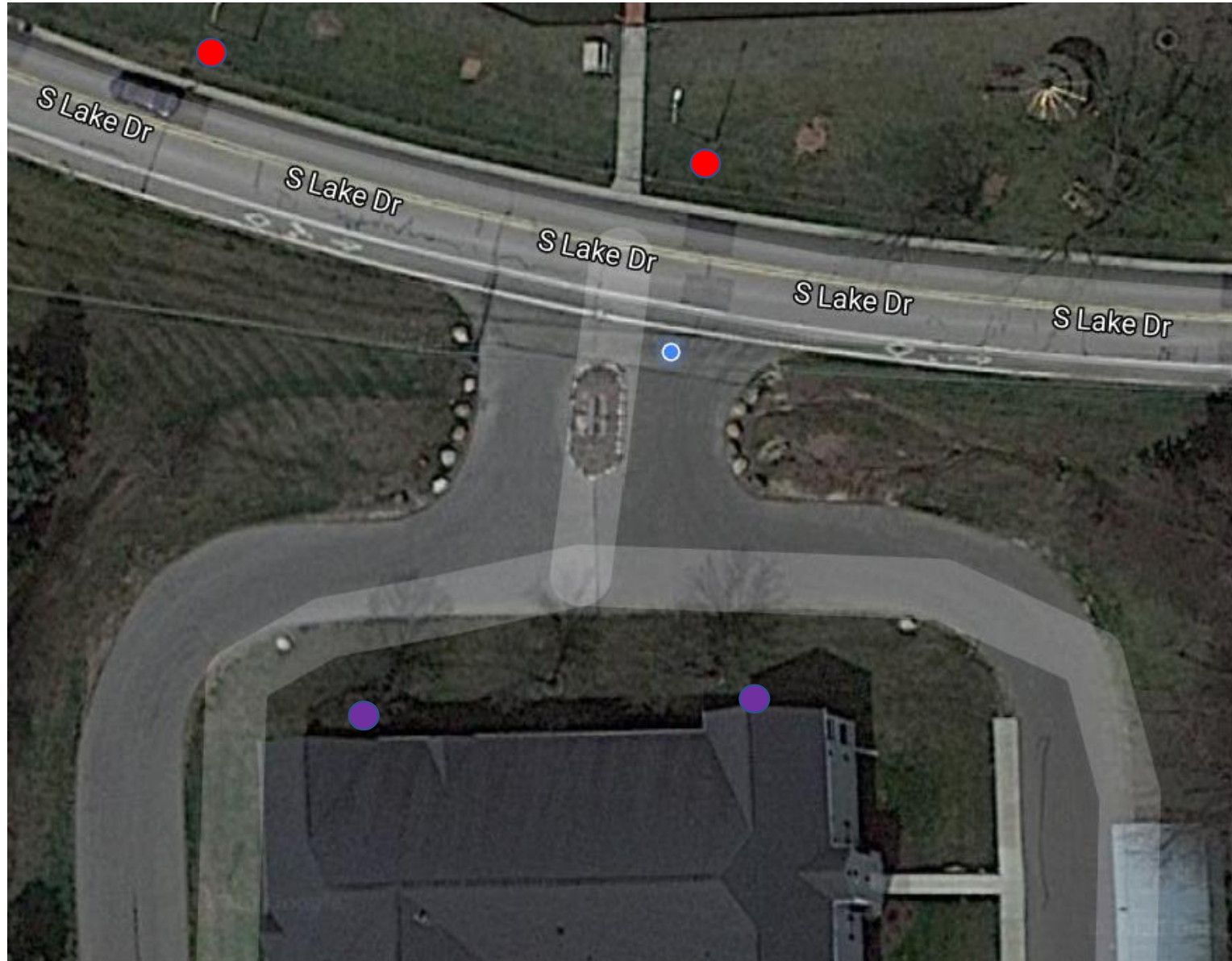
● LED Bollard to provide driving light (5) places

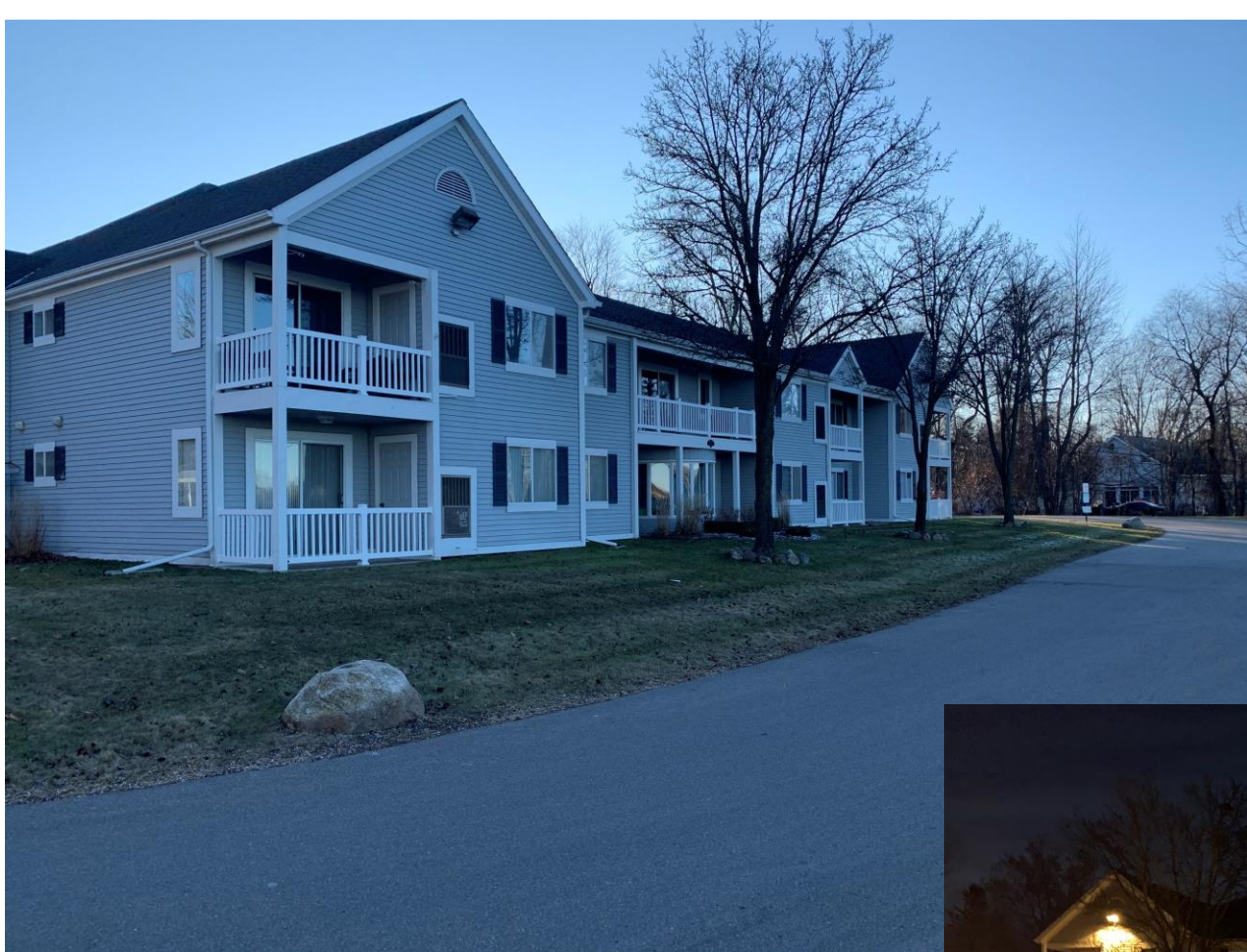


NEW LIGHT REMOVAL - South Point Condo Neighborhood Entryway Enhancement Project

● Turn off/remove streetlights (DTE to pay)
(2) places

● Gable lights turned off (Save \$)
(2) places







Example of lights

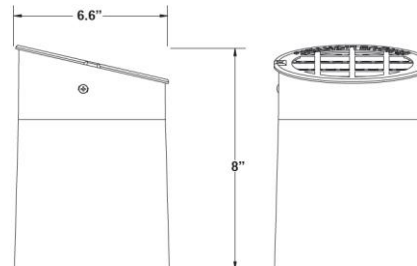
E-BBD Series

LED Bollard
Replaces 100W MH



E-FCB Series

LED Flood Light
Replaces up to 100W PSMH



Specifications:

- Impact resistant resin housing
- Resin debris guard with hex louver
- High temperature rubber lamp retainer
- PAR36 screw terminal lamp connection
- Premium grade direct burial cable
- 13W max. LED lamp / 50W max. halogen
- 5 year warranty

Tri Star Electrical & Lighting
 9901 Weber Street
 Brighton, MI 48116 US
 810-225-9605
 info@tristarelectrical.com

Estimate



ADDRESS
Todd Mielke South Point Condo Assoc c/o 1127 S Lake Dr #200 Novi, MI 48377

SHIP TO
Todd Mielke South Point Condo Assoc c/o 1127 S Lake Dr #200 Novi, MI 48377

ESTIMATE #	DATE
2020-3384	01/27/2020

SALES REP/TECH
 Scott

PROJECT
 Site Lighting PART A

DESCRIPTION	QTY	RATE	AMOUNT
PART A - ALTERNATE BUILDING AND ENTRANCE			
1) Replace Existing Fixtures			
Remove or modify and dispose of existing HID fixtures:	1	130.00	130.00
a. keep in place but disable flood fixtures on east gables.			
b. Ground-mounted flood fixtures illuminating entrance signage.			
Furnish/Install new full cutoff LED wall pack on east building gables (replaces existing) Quantities are for budget purposes. the unit price is scaleable +/-	0	345.00	0.00
Furnish/Install new LED flood lights for signage.	2	190.00	380.00
			Subtotal: 510.00
2) New Lighting			
NOTE: For estimating purposes, we are assuming that we can utilize existing site lighting circuit(s) available at the entrance to the complex.			
Directional Boring - Including conduit/wire and stub-ups at fixtures.	280	14.00	3,920.00
ADDITIONALLY - ONE BORE FROM SIGN TO EXISTING SLEEVE IN PLACE AT UTILITY POLE			
a. Furnish/Install well light fixtures at the base of three tall trees along the front of the building	3	330.00	990.00
Furnish/Install bollard fixtures along front drive lane and at entrance/exit drive lanes (includes concrete base). Quantities are for budget purposes. the unit price is scaleable +/-	5	650.00	3,250.00
			Subtotal: 8,160.00

Thank you for the opportunity to present this estimate for your electrical project. Estimates are based on work being done in its entirety. Please note that estimates are valid for 30 days.

TOTAL

\$8,670.00

Accepted By

Accepted Date