CITY OF NOVI CITY COUNCIL
APRIL 20, 2026

SUBJECT: Approval of the Beautification Commission's recommendation to award the Neighborhood Entryway Enhancement Matching Grant to Beckenham, Bradford of Novi, Carlton Forest, Churchill Crossing, Liberty Park, and Willowbrook Farms

SUBMITTING DEPARTMENT: City Manager

KEY HIGHLIGHTS:

- Six applications were received for the 2026 Program Cycle, all of which are recommended for approval
- The total monies requested ($27,632.04) exceeded the Program Budget ($25,000) so two applicants, Bradford of Novi and Churchill Crossing, are recommended at amounts less than their requests.

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 25,000**
BUDGET Entryway Signage Grant Prgrm Residential 101-172.00-816.002	**$25,000.00**
APPROPRIATION REQUIRED	**$0**
FUND BALANCE IMPACT	**$0**

BACKGROUND INFORMATION:

The Neighborhood Entryway Enhancement Matching Grant Program was established in 2015 and offers Homeowners Associations in the City of Novi a 50/50 matching grant of up to $5,000.00 for the beautification of neighborhood entrances.

The proposed projects may be permanent physical improvements, such as the addition or rehabilitation of entrance signs, construction of flower beds, planting of trees, upgrading of lighting, or the installation of other related entryway improvements. The grant stipulates that all improvements must be located on the

perimeter of the neighborhood and visible from the public right-of-way, that they cannot include recurring or maintenance improvement items, and that organizations are not eligible to be awarded a grant in consecutive years.

Six applications were received before the deadline of January 31, 2026. 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. The Beautification Commission met on Wednesday, March 18, 2026 to discuss the applications and vote in a public meeting. All applicants sufficiently met the requirements and are recommended for approval by City Council.

For the 2026 Program Year the total monies requested by applicants exceeded the Program budget of $25,000. Because the projects are ranked as part of the evaluation it was decided that the four highest ranked projects would be given the full amount requested and the two that tied for lowest ranked, Bradford of Novi and Churchill Crossing, would have the remaining funds divided evenly between them, resulting in the amount of $3,402.73 being recommended (a lesser amount than their application requests).

The Commission recommends the grants be awarded to the following neighborhoods in the amounts indicated for the 2026 Neighborhood Entryway Enhancement Matching Grant award cycle:

1. Beckenham ($5,000)
2. Bradford of Novi ($3,402.73)
3. Carlton Forest (4,819.54)
4. Churchill Crossing ($3,402.73)
5. Liberty Park ($3,375.00)
6. Willowbrook Farms ($5,000)

While no recommendation has conditions beyond the standard permitting requirements the Beautification Commission does strongly urge all applicants to review their landscape plan and consider adding or swapping in more native plants. Native plants may offer greater ease in the upkeep of the entryways given their suitability to Michigan's environment and reduced water needs as well as supporting native pollinators. All applications received indicated fewer than half the plants being installed as being Michigan natives.

RECOMMENDED ACTION: Approval of the Beautification Commission's recommendation to award the Neighborhood Entryway Enhancement Matching Grant to the following neighborhoods upon successful completion of the entryway work depicted in the applications: Beckenham ($5,000), Bradford of Novi ($3,402.73), Carlton Forest (4,819.54), Churchill Crossing ($3,402.73), Liberty Park ($3,375.00), and Willowbrook Farms ($5,000).

2026 Entryway Grant Program Applicants								
Subdivision	Proposal	Total Project Cost	Requested Grant Contribution	Previously Awarded Grant?	Age of Subdivision	Notes/Concerns	Staff Recommend?	Beautification Commission Recommendation (Ranked, 1 = best)
Beckenham	Addition/replacement of trees and shrubs. Removal of multiple dead/storm damaged trees.	$10,900	$5,000	Yes, 2022 (for signs)	28 years		Yes	Yes
Bradford of Novi	New Plantings on island	$10,443.00	$5,000.00	no	35 years	1 of 5 species proposed are native to Michigan (serviceberry)	Yes	Yes,but reduced amount of $3,402.73
Carlton Forest	New plantings Removal of invasives (burning bush, buckthorn)	$9,639.09	$4,819.54	no	27 years	2 of 5 species proposed are native to Michigan	Yes	Yes
Churchill Crossing	New Plantings Removal of old shrubs	$8,875.00	$4,437.50	no	21 years	Yews being replaced don't look to be in poor condition. No natives are used – one hybrid of native x non-native (purple leaf sand cherry)	Yes	Yes,but reduced amount of $3,402.73
Liberty Park	New Sign Face (to be installed on Brick Wall - different from existing island sign location, to be removed)	$6,750.00	$3,375.00	no	20 years		Yes	Yes
Willowbrook Farms	Landscaping Renewal at 4 subdivision entrances	$40,000.00	$5,000.00	no	27 years	No natives being used, Some poor plant choices are proposed (ie Techny arborvitaes in front of Clermont entry walls – too large, will block wall)	Yes	Yes

Total Requested:	**$27,632.04**
Total Recommended:	**$25,000.00**

**This is beyond the $25,000 set for the annual Grant by $2,632.04

BECKENHAM SUBDIVISION

LOCATION: BECKENHAM BLVD AND KENSINGTON DR
(NEAR INTERSECTION OF BECK RD & NINE MILE RD)

PROJECT DESCRIPTION: TREE TRIMMING, REMOVAL AND REPLACEMENT

GRANT AMOUNT REQUESTED: $5,000

TOTAL PROJECT COST: $10,900

Contents:

I. Application
II. Contractor Proposal/Estimate
III. Financials
IV. Map
V. Photos (taken by City staff)

I. Application

Neighborhood Entryway Enhancement Matching Grant Application

I. Applicant Information

a. Homeowner's Association or Property Name - Beckenham

b. Age of the subdivision or neighborhood where the work will be done – 28 years

c. First-time Applicant? If not, please list the date of last application submission – Last Beckenham application was 1/27/2022

d. Project Leader – Kristin Kamienecki

- Office Held/Position within organization – HOA Board member
- Address – 47533 Brittany CT, Novi
- Telephone – 248-921-8101
- E-Mail – kamienkr@yahoo.com

II. Project Information

Project purpose is to beautify and improve the appearance of the Beckenham subdivision entrances (Beck Rd and 9 mile) with addition of and replacement of trees and shrubs. This project involves the removal of multiple dead and storm damaged trees. Map below.

Project meets criteria as the subdivision is more than 10 years old, has environmental impact, improves existing conditions, is a positive impact as its in a very visible location, will be a permanent physical improvement, and costs are reasonable.

There are no negative impacts on the surrounding environment (area owners or non-City agencies).

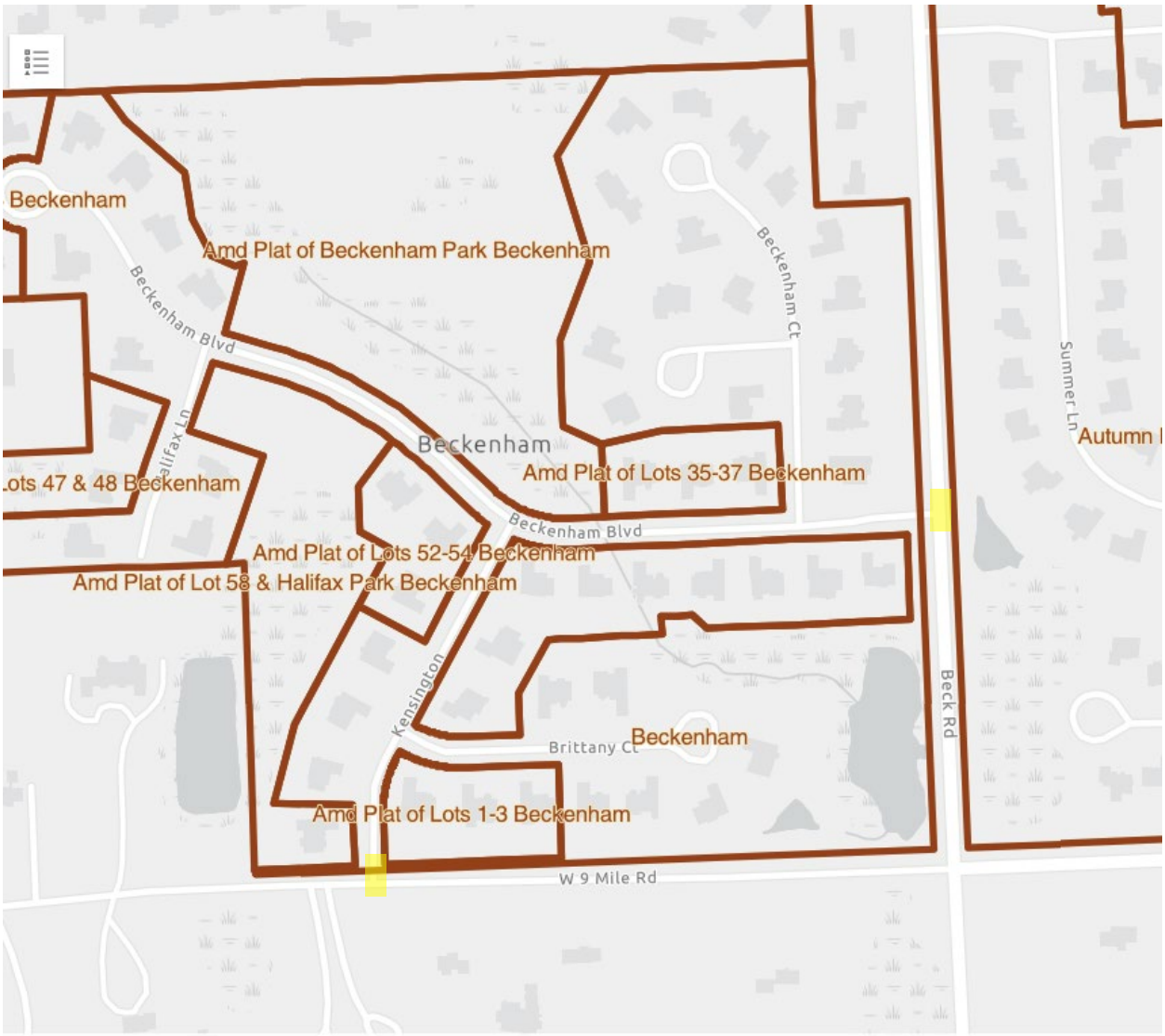
New plants are Green Giants *(Thuja plicata x standishii 'Green Giant')*, no invasive species.

III. Funding information

Total project cost is $10,900.

Estimate provided by: Doug Bruce, Apex Brick & Landscape Inc. 1066 Old Milford Farms, Milford, MI 48381, phone # 734-981-4223.

Funds requested is $5,000. Additional cost is $900.


Beckenham
Amd Plat of Beckenham Park Beckenham
Beckenham Blvd
Beckenham Ct
Summer Ln
Autumn
Beckenham
Amd Plat of Lots 35-37 Beckenham
Lots 47 & 48 Beckenham
Beckenham Blvd
Amd Plat of Lots 52-54 Beckenham
Amd Plat of Lot 58 & Halifax Park Beckenham
Kensington
Beck Rd
Brittany Ct
Beckenham
Amd Plat of Lots 1-3 Beckenham
W 9 Mile Rd

BECK ROAD
NO
THRU
TRAFFIC

47455
Beckenham Blvd
Beckenham Blvd
Beckenham Blvd
Beckenham Blvd
Beckenham Blvd

m Blvd
Beckenham Ct
Beckenham Blvd
Beck Rd

Beckenham Blvd

II. Contractor Proposal/Estimate

Apex Brick & Landscape Inc.
1066 Old Milford Farms
Milford, MI 48381
BrickPaverServices.com
734-981-4223

ESTIMATE

DATE: 12/16/2025

ADDRESS

HOME OWNER ASSOCIATION
BECKENHAM BLVD.
NOVI, MI

TREE PLANTING				AMOUNT
16.00	5' GREEN GIANT TO BE PLACED IN SELECT AREAS OF PROPERTY. OUTLINED BY H.O.A.	$ 350.00	$	5,600.00
2.00	PINE TREE REMOVAL AND HAUL OFF. TREES ON SOUTH SIDE OF ENTRANCE TO BE REMOVED (ESTIMATED 5" DIAMETER)		$	850.00
BLK	TRIM UP ALL EVERGREEN TREES ON NORTH AND SOUTH SIDE ENTRANCE (BECK RD.) LIMB TREES 2/3 OF TOTAL HEIGHT OF TREES AND HAUL OFF. ESTIMATED 14 TREES.		$	4,200.00
1.00	TRIM MAPLE ON NORTH SIDE ENTRANCE AS NEEDED.		$	250.00

TOTAL	$	10,900.00

III. Financials

Beckenham Homeowners Association Treasurer's Report

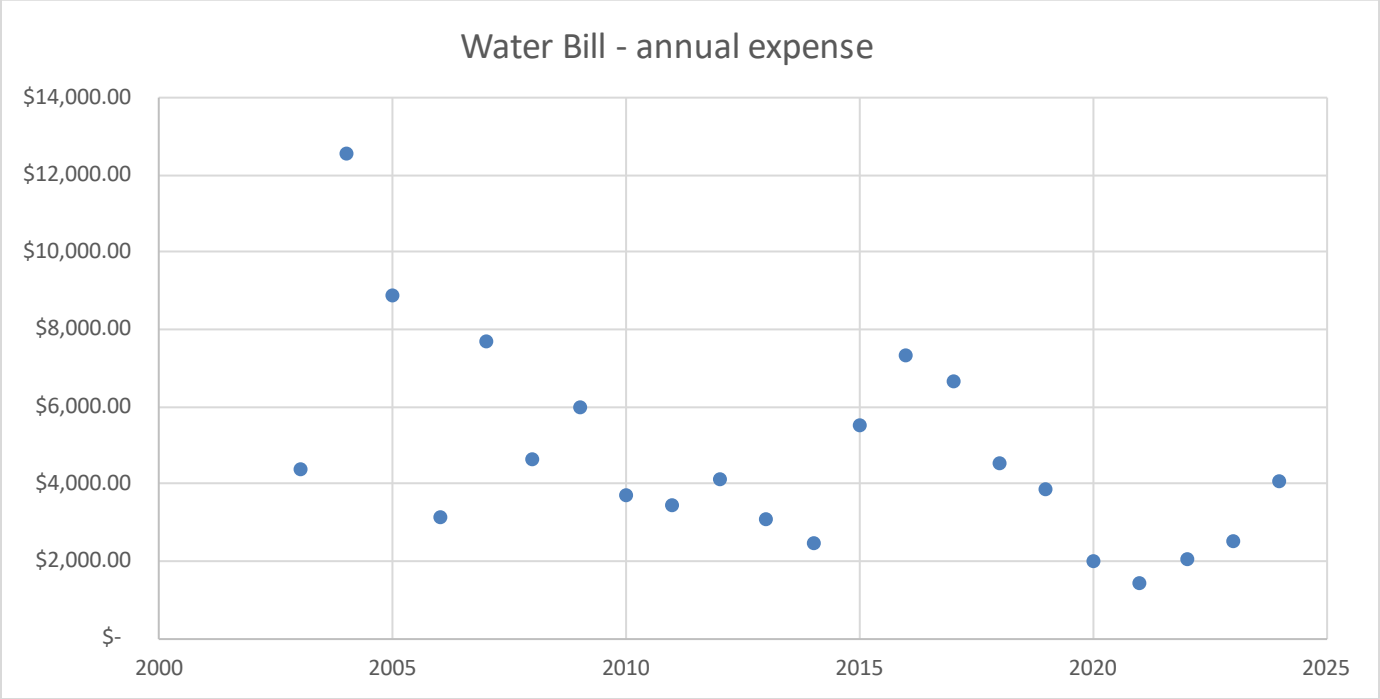
	2024 Budget	Actual Expenses in 2024	2025 Budget
Beautification Committee			
Spring Plantings	$ 1,465.00	$ 1,185.00	$ 1,465.00
Fall Decorations - mums plantings	$ 563.00	$ 563.00	$ 563.00
Holiday Lighting	$ 3,829.00	$ 3,829.00	$ 3,829.00
Total Beautification Committee	**$ 5,857.00**	**$ 5,577.00**	**$ 5,857.00**
Common Grounds - Begonia Brothers			
Lawn Cutting	$ 6,986.00	$ 6,986.00	$ 6,986.00
Weeding	$ 1,278.00	$ 1,278.00	$ 1,278.00
Weeds in streets	$ 500.00	$ 310.00	$ 500.00
Split Day Lillies	-	$ 280.00	$ -
Bush / Shrub Trimming	$ 1,346.00	$ 1,346.00	$ 1,346.00
Spring Cleanup	$ 770.00	$ 770.00	$ 770.00
Mid-Fall Cleanup	$ 975.00	$ 987.50	$ 975.00
Final Fall Cleanup	$ 1,000.00	$ 987.50	$ 1,000.00
Community Tree Pruning	$ 400.00	$ 200.00	$ 400.00
Mulch	$ 6,028.00	$ 6,028.00	$ 6,028.00
Fertilizer - Wagenschultz - 4 applications	$ 1,160.00	$ 1,120.00	$ 1,160.00
Total Common Grounds	**$ 20,443.00**	**$ 20,293.00**	**$ 20,443.00**
Improvements			
Trees & Bushes	$ 6,500.00	$ -	$ 8,000.00
Sidewalk Gap Fill		$ 700.00	$ -
Wildflowers	$ 3,200.00	$ 3,795.00	$ 1,250.00
Liability Insurance	**$ 1,100.00**	**$ 1,172.00**	**$ 1,250.00**
Accounting	**$ 1,600.00**	**$ 1,600.00**	**$ 1,000.00**
Projects			
Backflow Certification	$ -	$ -	$ 3,600.00
Rust stains cleanup	$ 100.00	$ 121.43	$ 100.00
Mailbox Installation		$ 39,356.00	
Rust removal system	$ -	$ -	$ 2,000.00
Grass Seeding- commons	$ 2,250.00	$ -	$ -
Perennials		$ 21.17	
Ground Cover in Commons	$ -		$ -
Total Projects	**$ 2,350.00**	**$ 39,498.60**	**$ 5,700.00**
Maintenance			
Snow Removal	$ 1,500.00	$ 850.00	$ 1,500.00
Electrical - Nine Mile Entrance lights	$ 200.00	$ -	$ 200.00
Electrical - Beck Road Entrance Light	$ 200.00	$ 22.71	$ 200.00
Sprinkler opening/closing	$ 2,000.00	$ 1,836.00	$ 2,000.00
Sprinkler repairs	$ 500.00	$ 715.00	$ 500.00
Dead Tree Removal	$ 500.00	$ 3,975.00	$ 500.00
Misc Cleanup	$ 500.00		$ 500.00
Total Maintenance	**$ 6,050.00**	**$ 7,398.71**	**$ 5,400.00**
Miscellaneous			
Bank Service Charges		$ -	
Michigan Annual Report	$ 20.00	$ 20.00	$ 20.00
Office Supplies / Printing / Mailing	$ 20.00	$ 14.60	$ 20.00
P.O. Box	$ 190.00	$ 182.00	$ 190.00
Small Claims Filing / Collection Fees		$ -	
Total Miscellaneous	**$ 230.00**	**$ 216.60**	**$ 230.00**
Utilities			
DTE Energy		$ 966.90	
Water		$ 4,075.30	
Total Utilities	**$ 3,500.00**	**$ 5,042.20**	**$ 5,500.00**
TOTAL	**$ 47,630.00**	**$ 85,293.11**	**$ 54,630.00**

Annual Homeowner Assessment	**$ 930.00**	⟷	**$ 52,130.00**

Assessment	Total Dues
$900	$ 50,450.00
$910	$ 51,010.00
$920	$ 51,570.00
$930	$ 52,130.00
$940	$ 52,690.00
$950	$ 53,250.00
$960	$ 53,810.00
$970	$ 54,370.00
$980	$ 54,930.00
$990	$ 55,490.00

Account Balances	Savings	Checking	Total
2023 Year-end Balance	$ 3,715.16	$ 4,101.05	$ 7,816.21
Income			
2024 Membership Dues Collections	$ 52,080.00		
Mailbox Assessment	$ 38,931.15		
Griffin Well Connection Fee	$ 50.00		
Interest Earned	$ 3.94		
Total Income	$ 91,065.09		
Expenses in 2024	$ 85,293.11		
Net Increase (Decrease) in Working Capital	$ 5,771.98		
2024 Year-end Balance	$ 10,619.60	$ 2,968.59	$ 13,588.19

	Beckenham Near Halifax 0021-22993-00-1	Brittany Court 0021-22994-00-1	Beckenham West End 0021-22995-00-1	Beckenham Ct 0021-22996-00-1	Baldwin Court 0021-22997-00-1	9 Mile - Kensington 0021-22998-00-1	Beck Road 0021-22999-00-1		ANNUAL TOTAL
2003	$ 382.13	$ 491.15	$ 123.23	$ 117.57	$ 125.10	$ 676.85	$ 2,473.33		$ 4,389.36
2004	$ 1,112.70	$1,132.56	$ 217.06	$ 269.98	$ 187.38	$ 2,328.10	$ 7,310.10		$12,557.88
2005	$ 1,902.90	$ 476.03	$ 189.74	$ 109.23	$ 123.58	$ 1,614.70	$ 4,464.40		$ 8,880.58
2006	$ 416.80	$ 272.15	$ 166.92	$ 141.15	$ 169.13	$ 535.40	$ 1,410.90		$ 3,112.45
2007	$ 1,214.90	$ 311.87	$ 200.21	$ 207.56	$ 177.40	$ 1,182.60	$ 4,413.20		$ 7,707.74
2008	$ 491.03	$ 405.42	$ 210.55	$ 198.00	$ 195.49	$ 864.80	$ 2,286.00		$ 4,651.29
2009	$ 1,906.80	$ 394.35	$ 226.43	$ 192.78	$ 146.00	$ 468.00	$ 2,648.30		$ 5,982.66
2010	$ 227.37	$ 244.78	$ 263.41	$ 83.80	$ 89.14	$ 532.23	$ 2,250.53		$ 3,691.26
2011	$ 368.00	$ 290.21	$ 237.01	$ 268.89	$ 174.96	$ 1,038.30	$ 1,069.50		$ 3,446.87
2012	$ 1,132.00	$ 433.94	$ 286.19	$ 398.93	$ 228.42	$ 1,615.70			$ 4,095.18
2013	$ 509.80	$ 145.55	$ 130.00	$ 137.44	$ 137.44	$ 2,028.40			$ 3,088.63
2014	$ 374.00	$ 260.45	$ 167.72	$ 403.76	$ 134.00	$ 1,118.60			$ 2,458.53
2015	$ 1,844.40	$ 247.35	$ 250.35	$ 419.01	$ 368.43	$ 2,380.80			$ 5,510.34
2016	$ 1,812.50	$ 698.95	$ 539.60	$ 625.20	$ 543.60	$ 3,083.50			$ 7,303.35
2017	$ 1,419.00	$ 770.80	$ 607.60	$ 430.80	$ 478.40	$ 2,953.00			$ 6,659.60
2018	$ 2,175.50	$ 517.40	$ 288.60	$ 260.00	$ 324.35	$ 947.00			$ 4,512.85
2019	$ 1,304.60	$ 353.42	$ 294.70	$ 382.78	$ 455.42	$ 1,070.60			$ 3,861.52
2020	$ 644.60	$ 424.36	$ 178.28	$ 86.00	$ 170.59	$ 489.70			$ 1,993.53
2021	$ 414.60	$ 210.16	$ 179.12	$ 86.00	$ 132.56	$ 414.20			$ 1,436.64
2022	$ 655.40	$ 380.52	$ 221.32	$ 181.52	$ 189.48	$ 418.20			$ 2,046.44
2023									$ 2,531.65
2024									$ 4,075.30



IV. Map

Date Printed: 3/13/2026

Map Author:

Scale: 1 inch = 397 feet

Beckenham

ft

0 90 180 360

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

V. Photos (taken by City staff)

AD

AD

Beckenham

AHEAD

Beckenham
A Single Development

Beckenham
A Singh Development

KENSINGTON DR
NO
THRU
TRAFFIC

KENSINGTON DR
NO
THRU
TRAFFIC
Beckenham

BRADFORD OF NOVI

LOCATION: GALWAY DR
(NINE MILE RD, EAST OF BECK RD)

PROJECT DESCRIPTION: REVITILIZATION OF CENTER ISLAND PLANTINGS

GRANT AMOUNT REQUESTED: $5,000

TOTAL PROJECT COST: $10,443

Contents:

I. Application
II. Plan
III. Contractor Proposal/Estimate
IV. Financials
V. Map
VI. Photos (taken by City staff)

I. Application

Bradford of Novi Subdivision – Application

Novi Neighborhood Entryway Enhancement Matching Grant Program

I. Applicant Information

a. Homeowner's Association or Property Name

Bradford of Novi Subdivision

b. Age of the subdivision or neighborhood where the work will be done]

Approximately 35 yrs old – founded circa 1990

c. First-time Applicant? If not, please list the date of last application submission.

1st time applicant

d. Project Leader • Office Held/Position within organization • Address • Telephone • E-Mail

Andrew J. Terhune, Landscape Coordinator

46373 Galway Dr, Novi, MI 48374

248-921-7950

ajterhune@noahwater.com

II. Project Information

a. Provide a clear detailed description of the project's purpose, plan and design, including the existing conditions, specific need, and public benefit.
The project consists of the removal and replacement of plant materials on the center island of the 9-Mile entrance. We have already completed a prior "phase-1" of this renovation by installing small retaining walls for cosmetic effect. Plan and design are attached. Existing plant materials have not done

well over the years and the look has grown old and stale, and not befitting of the high standard that exists in the city of Novi.

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

c. Provide the proposed project area's location. Please provide a written description of the specific location of the project along with an attached map with the location clearly marked. City maps can be found on the City of Novi website's map gallery.
Center island of the 9-Mile entrance – drawing attached

d. Explain how the project meets the review criteria listed in the Grant Selection Criteria & Evaluation Process section. Describe how the project has taken into consideration any elements that would positively and/or negatively affect the surrounding environment. If there is an impact on property owners or other non-City agencies (e.g., Road Commission for Oakland County), please explain and attach written permission or approval from the necessary entity.
We feel the proposed project will greatly enhance the physical appearance greeted by both residents, visitors and potential future residents as they enter. It's the first look and first impression that many times influence us all. We want to put the best foot forward for not just our subdivision, but the city of Novi as a whole. There will be NO impact on adjacent homeowners and we expect the project to be completed in 2 work days or less. Great care has been taken to select plant materials native to Michigan, providing the best match for longevity, environmental impact and overall value

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

Japanese Forest Grass - *Hakonechloa Macra*

Karl Forester Reed - *Calamagrostis x Acutiflora*

Lil Quickfire Hydrangea #3 - *Hydrangea Paniculata* 'SMHPLQF'

Upright Hicks Yew #5 - *Taxus x media 'Hicksii'*

Serviceberry - Autumn Brilliance (Tree form) - *Amelanchier x Grandiflora*

III. Funding Information

a. Estimated Total Project Costs
$10,443 – see attached Proposal from Begonia Brothers

b. Who provided this cost estimate? • Name, title, company 6 EXAMPLE: • Phone number
Begonia Brothers Landscape Services
21141 Brickscape Drive
Northville, MI 48167-2527
888-889-8282 phone

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

d. If the project cost is projected to exceed the 1:1 match from the City (e.g., if the project cost projection is $12,000, the City's maximum contribution is $5,000, matched by $5,000 from the organization with an additional $2,000 from the organization), please provide the amount of the additional cost.
$5,000 match provided by Bradford of Novi
$443 additional funds provided by Bradford of Novi

e. Total amount to be donated through in-kind donations and/or cash assistance. • Please provide a summary of in-kind donations such as professional services or donated materials (excluding volunteer labor). • Please include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project
$0 of In-kind donation

f. Itemized unit and total cost estimates ITEM #UNITS COST/UNIT TOTAL Soil 10 cubic yards $40 $400 Contracted Service 8 hours labor $50 $400 One-gallon shrubs 14 $10 $140 Total $940 IV. Attachments Please include: • The association/property's current budget, in order to demonstrate its ability to pay for the entire project before

reimbursement and to maintain the project in the future (Please remove all account numbers from any bank statements that are submitted as part of the grant application) • Documentation reflecting the association/property's current and previous spending on landscape and landscape maintenance • 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

Please see attached detailed proposal from Begonia Brothers

Funding to be provided by cash reserves, currently $28,375 as of 12/31/2025. (see attached Bradford financial statement)

Gaining Dr
S Mile Rd

BRADFO
OF NOVI

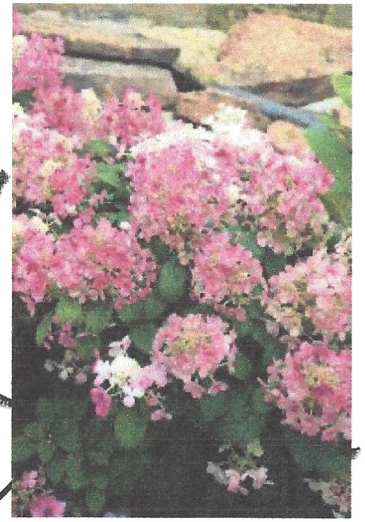
Galway Dr
9 Mile Rd
BRADFORD

II. Plan

Bradford HOA - 9 Mile Center Island

Tree Form
Service Berry
Autumn Brilliance

Little QuickFire Hydrangea -Front bed grouping and back bed



Black Enviro
Mulch
Double Cut

Upright Evergreen Yew
In 3 areas

Existing
Hardscape

Karl Forester Feather
Reed Grass- in 3 areas

Jpn. Forest Grass- All Gold
In 4 areas

*Sketch NOT to Scale

Existing Blue
Planter to
remain- per
HOA

4 Existing Annual Flower
Beds to remain

III. Contractor Proposal/Estimate

Begonia Brothers
21141 Brickscape Drive, Northville, MI 48167
888-889-8282
Accounting@BegoniaBrothers.com

Secure Application
Your privacy and security are important

Review your proposal

Review each line item. Then just click the accept button to confirm and set up service.

Review the proposal below. Uncheck any services that you do not want.

Begonia Brothers
Landscape Services
www.BegoniaBrothers.com
888-889-8282

12/22/2025 - Estimate valid for 30 days
Bradford HOA
22314 Worcester Dr.
Novi, MI 48374

Hi Bob,

Please find the estimate for the work that you recently requested from Begonia Brothers Outdoor Services below. Please uncheck any services you do NOT want us to perform. The subtotal at the end of this document will reflect your changes.

Please scroll to the bottom of this document and click the blue box to sign your estimate and accept your proposal. This requires two steps.

1) Sign your name on the signature line with your computer mouse and click SAVE in the lower right corner.
2) You will be taken back to the proposal, Print your name above your signature, and click the red 'ACCEPT PROPOSAL' box at the bottom.

By doing this your document will be sent back to us with your changes and our system will send you a confirmation email. This gives us an automated "accepted date" and puts your job on the schedule.

If the confirmation email is not received a step was missed and the approval did not come through to us. We cannot start processing your order without a documented approval!

If you have any difficulty at all, please don't hesitate to contact our office for assistance.

	Estimate Description	Quantity	Rate	Amount
☑	**Plants/Trees/Shrubs - Installation - 9 Mile Landscape Renovation**	1	0.00	0.00
	Japanese Forest Grass - All Gold #1	24	26.00	624.00
	Installation of Karl Forester Reed #2	13	29.00	377.00
	Installation of Lil Quickfire Hydrangea #3	22	92.00	2024.00
	Installation of Upright Hicks Yew #5	18	105.00	1890.00
	Installation of Serviceberry, Autumn Brilliance - Tree form 2-2.5"	3	866.00	2598.00
☑	**General Labor**	1	740.00	740.00

	Removal and disposal of existing material including disposal fee at waste facility.			
☑	**General Labor** Commercial weed barrier installed in center island with ground staples	1	1680.00	1680.00
☑	**Mulch - Black Dyed** 6 yards of Black commercial double cut hardwood mulch	6	85.00	510.00
			Sales Tax	$0.00
			Total	$10,443.00

Note: Estimates over $3000 will require a downpayment of 50% prior to scheduling the service.

If you have any questions or comments, please contact us at Services@BegoniaBrothers.com.

Thank you for your business!

21141 Brickscape Drive
Northville, MI 48167-2527

888-889-8282 Services@BegoniaBrothers.com

Based on your selections your Subtotal is: 10443.00

Click here to sign estimate

Thank you for using our online account management solution! If you have any questions or concerns you may contact us by email by clicking here

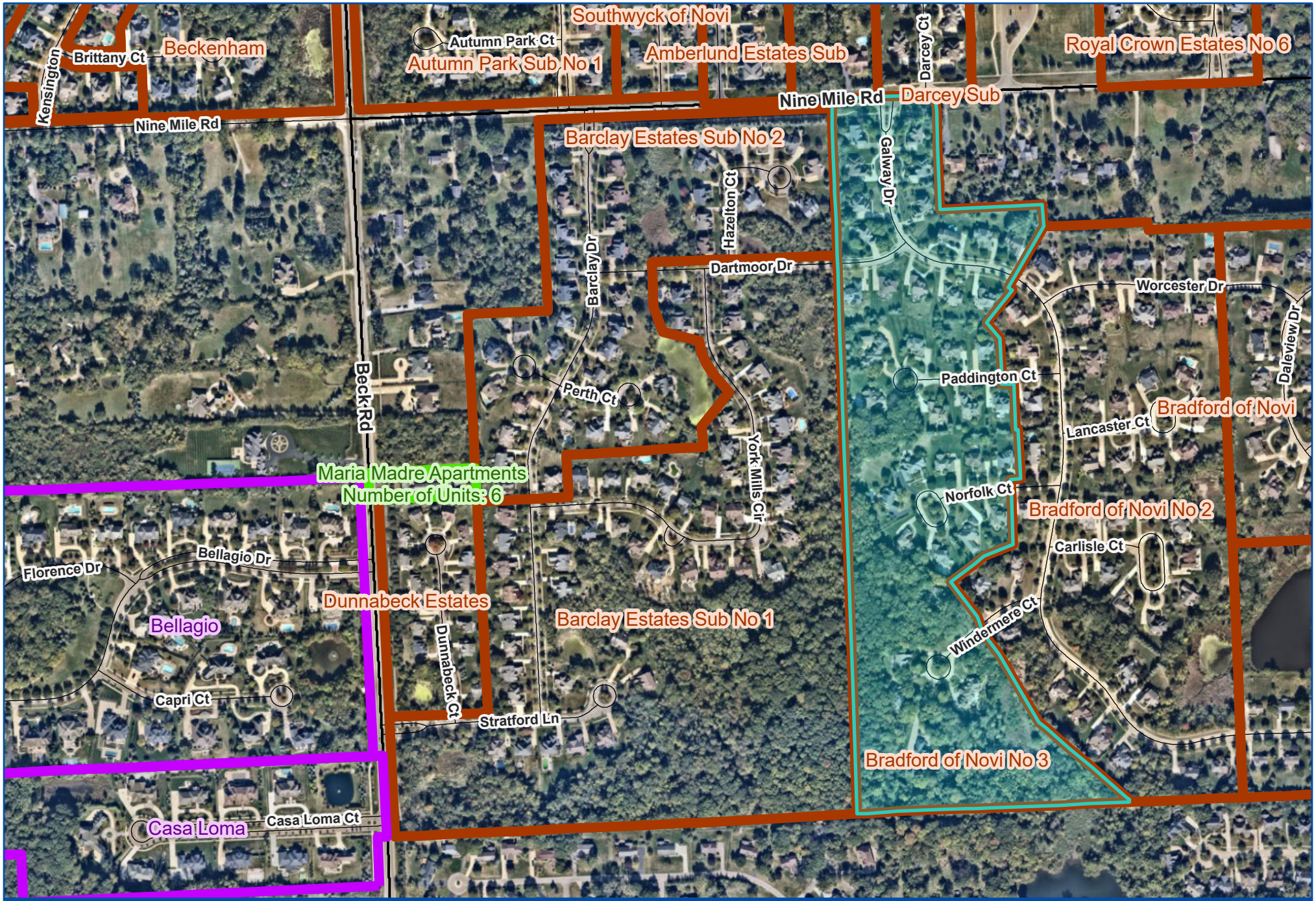
About your proposal:
888-889-8282

IV. Financials

Bradford of Novi HOA Financial Statement December 31

	2024 Actual income and costs Dec 31,2024		2025 Actual income and costs Dec 31, 2025
Income			
Current year dues collected (131 lots at $400 in 2024)	52,615.00		59,850.00
Dues overpayment			10.00
Paid 2023 delinquest dues	350.00		0.00
Paid late fee plus penalties	1,960.00		310.00
Interest Income/refund	3.63		1.03
Total Income (cash)	**54,928.63**		**60,171.03**
Expenses			
Accounting and Tax filing fees	596.38		597.72
Annual meeting expenses	-		-
Christmas decorations (L)	3,750.00		3,380.00
Electricty	748.00		751.29
Bank fees (stop payment)	-		-
Fertilization (L)	1,550.00		2,100.00
Insurance	1,758.00		2,159.00
Irrigation set up (L)	800.00		790.00
Landscape Maintenace (L)	9,660.00		13,132.00
Lawn Cutting (L)	7,670.00		5,616.00
Legal fees	55.00		127.50
Maintenance / Repairs	7,972.67		1,892.90
Other /Office supplies	17.80		6.63
Postage plus PO box rental	182.00		207.60
Snow removal (L)	760.00		690.00
Social events	280.11		50.08
Tree cutting - wetlands	0.00		2,000.00
Upgrade 9 Mile entrance - Landscape	15,522.82		1,244.00
Upgrade 9 Mile entrance - Electricity	8,376.00		-
Upgrade Taft entrance - Landscape	0.00		1,536.00
Upgrade cul-de-sacs - addt'l mulch	-		3,213.00
Water	5,325.76		5,496.21
Web Site/page development/maintenance	0		49.52
Yard of the Month (4 awards in 2020)	0		-
Total - expenses	65,024.54		45,039.45
Increase / (decrease) in cash	(10,095.91)		15,131.58
Starting cash balance -- January 1, 2023	23,339.63		13,243.72
Ending cash balance	**13,243.72**		**28,375.30**
Balance Per Bank	13,243.72		28,375.30

V. Map



Date Printed: 3/13/2026

Map Author:

Scale: 1 inch = 621 feet

Bradford of Novi

ft

0 140 280 560

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

VI. Photos (taken by City staff)

STOP

BRADFORD
OF NOVI

BRADFORD

BRADFORD
OF NOVI

BRADFORD
OF NOVI

BRADFORD
OF NOVI

Galway Dr
9 Mile Rd

CARLTON FOREST

LOCATION: CARLTON WAY DR
(TWELVE MILE RD, WEST OF NOVI RD)

PROJECT DESCRIPTION: REVITILIZATION OF ENTRYWAY PLANTINGS

GRANT AMOUNT REQUESTED: $4,819.54

TOTAL PROJECT COST: $9,639.09

Contents:

I. Application
II. Contractor Proposal/Estimate
III. Financials
IV. Map
V. Photos (taken by City staff)

I. Application

CARLTON FOREST ASSOCIATION

2026 CITY OF NOVI NEIGHBORHOOD ENTRYWAY ENHANCEMENT MATCHING GRANT PROGRM APPLICATION

TABLE OF CONTENTS

APPLICANT INFORMATION	2
PROJECT INFORMATION	3-8
FUNDING INFORMATION	9
ATTACHMENTS	9

APPLICANT INFORMATION

HOMEOWNER ASSOCIATION NAME: Carlton Forest Association

AGE: Incorporated December 2, 1999, Construction completed in 2002.

APPLICATION HISTORY: First-time applicant

PROJECT LEADER: Nancy Kapolnek, Treasurer
28285 Carlton Way Dr
Novi, MI 48377
248-880-2874
nancykap115@gmail.com

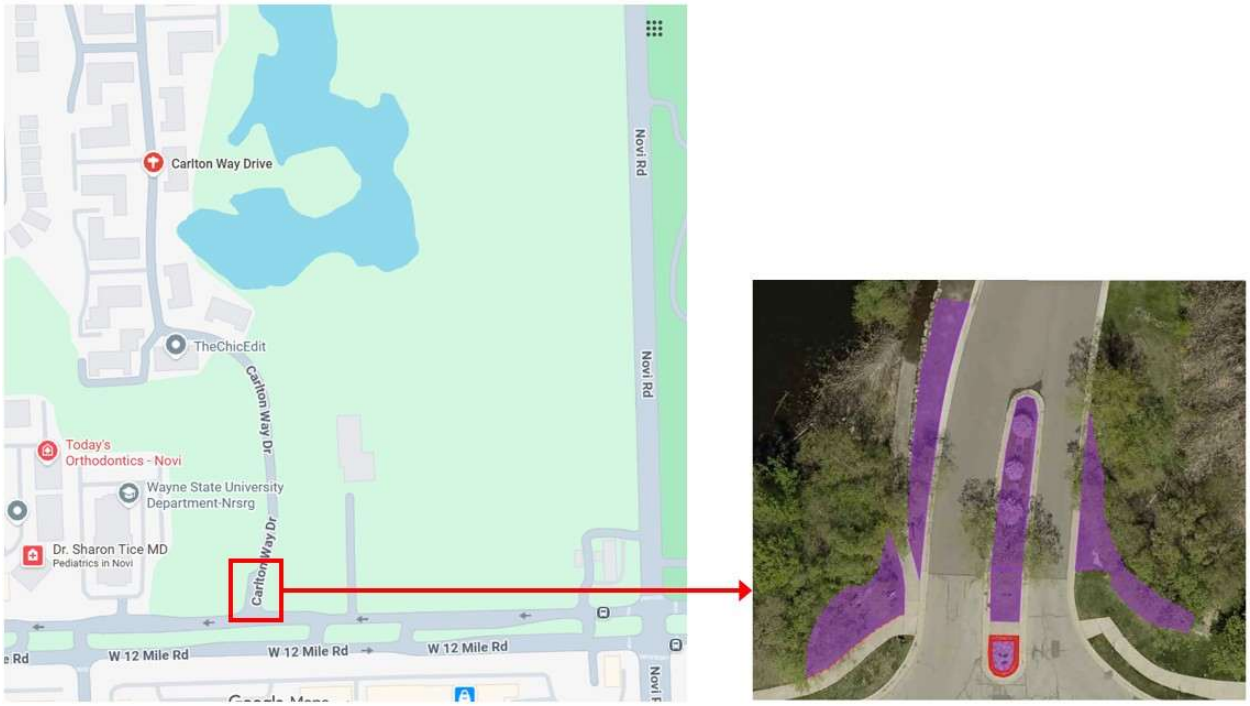
PROJECT INFORMATION

DESCRIPTION: The Carlton Forest neighborhood entrance is a high-visibility, roadside location along West Twelve Mile Road that experiences high vehicular traffic and moderate pedestrian use. The entrance borders a large retention pond and transitions into an existing wild woodland area with wet, swamp-like conditions. Soils are predominantly clay-loam with poor drainage and high water retention, particularly toward the rear of the site near the river birches. The design responds directly to these conditions by preserving existing mature assets such as the engraved boulders, river birch trees and woodland edge while enhancing the entrance with plant material specifically selected for water tolerance, salt tolerance, animal predation and durability in a roadside environment. Full sun conditions dominate the front of the site, transitioning to shadier and wetter conditions toward the rear.

Plantings are arranged in layered zones to maintain safety, visibility, and long-term performance. Low-profile and salt-tolerant plant material is used closest to the roadway and boulders to ensure unobstructed sightlines when turning at the West Twelve Mile intersection. Questionable and invasive existing plant material, including burning bush and buckthorn, will be removed and replaced with resilient, native-forward alternatives. Viburnum Dentatum 'Blue Muffin' is used in the background near the river birches to provide upright structure, glossy foliage, blue berries and deer resistance without overpowering the site. These shrubs are also used in front of mature trees on the east side of the entrance to provide color and balance. Clethra Alnifolia 'Hummingbird' provides fragrant, pollinator-friendly summer blooms and will be intentionally maintained below boulder height to frame the sign while preserving legibility. Blue fescue is incorporated for texture and salt tolerance, intermingling around the boulders and landscape lighting, while Rudbeckia Hirta 'Goldsturm' adds vibrant, pollinator-friendly seasonal color at a height the complements the boulder rather than competing with it. Geranium 'Rozanne' enhances the walkway edge, reinforcing the woodland transition and providing early seasonal interest.

The overall design builds upon the strong existing structural layout of the entrance, enhancing it with color, texture, and ecological value rather than overhauling it. The proposed plant palette is native-forward, pollinator-friendly, and suited to Michigan winters, roadside salt exposure and saturated soils. Low-profile seasonal plantings will remain in the center island closest to the road to provide rotating interest throughout the year (bulbs in the spring, summer color, mums and ornamental kale and cabbage in the fall), while areas prone to flooding along the boulevard will be protected with mulch rather than new plantings to prevent failure from root rot. New plantings are intended to frame and complement the boulders and woodland backdrop, improve curb appeal of the HOA, and create a welcoming yet safe entrance and exit that reflects long-term sustainability and pride of ownership within the Carlton Forest Community.

DRAWINGS, MAPS OF PROJECT AREAS AND LOCATION:



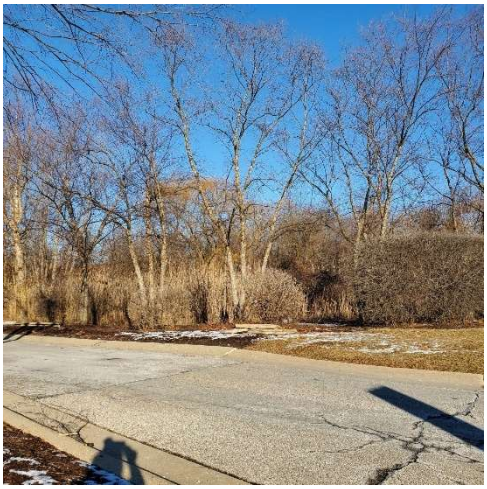
Project location near intersection of Twelve Mile and Novi roads. Highlighted overall project area.

West (left) side of entrance plan

East (right) side of entrance plan

Center island plan-Annual plantings have not been included in estimated costs.

Current view-West



Current view-East

PROJECT RELATION TO REVIEW CRITERIA: The Carlton Forest community was developed over 20 years ago and much of the front entrance landscape was established at that time. There have been some landscape additions over the years, but without the structure of an overall plan. The Novi grant process has provided some helpful guidelines in planning for this comprehensive project. While there are few specific safety goals, choices have been made to layer plantings for optimal visibility for drivers and pedestrians. We do have a healthy number of residents who walk the community sidewalks for exercise, pets and to enjoy the natural elements in the landscape. We hope that a cohesive, colorful front entrance will also assist visitors in locating the community safely off Twelve Mile Road.

Environmental impacts were considered in the project. Invasive species are being removed. Plantings were selected for drought tolerance to minimize irrigation necessity. Additionally, selection of plantings included pollinator and bird friendly options. Finally, plant selection included deer resistant varieties to avoid feeding and keep the deer safely away from Twelve Mile Road. This is a substantial, reasonable plan intended to start a permanent improvement to the entrance. Plantings were chosen with intentional sustainability for Michigan climate and the surrounding environment. Placement on the east side may experience movement depending on gas line locations but will remain in front entrance.

The front entrance project will provide welcome improvements to the community residents, visitors, and drivers along Twelve Mile Road. The improvements have long been under consideration but have typically been deferred due to other capital needs and difficulty with timing from vendors. We are happy to finally have plans in place.

PROPOSED PLANTINGS:

1. Festuca glauca ‘Blue Fescue’
2. Clethra alnifolia ‘Hummingbird Summersweet’
3. Viburnum dentatum ‘Blue Muffin’
4. Rudbeckia hirta ‘Goldsturm’
5. Geranium ‘Rozanne’

Blue Fescue

Hummingbird Summersweet

Blue Muffin

Goldsturm

Rozanne

FUNDING INFORMATION

The estimated total project costs are $9,639.09.

Estimated costs provided by Lina Mabie, Account Manager, Brightview Landscapes, LLC. Phone 734-612-9501

Funds Requested: $4,819.54. There is no additional cost.

There are no in-kind donations or cash assistance in this project.

Itemized unit and total cost estimates and plan details are in the proposal from Brightview Landscape Services included in the Attachments. Please note that, other than sign power washing, there are no changes in existing signage or lighting.

ATTACHMENTS

The attachments are included in separate .pdfs listed below

Brightview Landscape Services proposal

Carlton Forest Association 2026 Budget

Carlton Forest Financial Statements 11.30.2025

Carlton Forest Financial Statements 12.31.2024

Carlton Forest Financial Statements 12.31.2023

Carlton Forest Landscape Spending detail 2023-2025

II. Contractor Proposal/Estimate

Proposal for Extra Work at Carlton Forest Association

Property Name	Carlton Forest Association	Contact	Emily McHenry
Property Address	28067 Carlton Way Novi, MI 48375	To	Sentry Management Inc
		Billing Address	120 W Grand River Ave Ste 300 Howell, MI 48843

Project Name	Front Entrance Enhancements
Project Description	Remove and replace front entrance landscaping

Scope of Work

MISS DIG to be called 48 hours prior to start of work to identify public utilities like gas lines, sewer, electrical. Plant placement may be changed due to identification of lines if they inhibit conducting work in the area.

Reasonable efforts will be made to avoid damaging of irrigation system including heads and pipes, or for landscape lighting. Irrigation technician will be called out to track and mark lines prior to commencement of work. Contractor is not responsible for identifiable repairs, which will result in additional work order.

Limited one year plant warranty included with irrigation technician making monthly audits per landscape maintenance contract and if identifiable repairs throughout season are approved for work within five business days by Owner. Not included if material is subjected to abnormal conditions beyond normal care, including but not limited to: flooding, frost, soil compaction, mechanical damage, vandalism, pests or disease outbreaks, Acts of God.

Brightview agrees to continue care of plant material under landscape maintenance contract, including pruning and pest scouting.

QTY	UoM/Size	Material/Description	Unit Price		Total
Power-Washing				**Subtotal**	**$831.49**
1.00	LUMP SUM	Power-wash entrance boulders with special sodium-hypochlorite mix to remove stains	$831.49		$831.49
Irrigation Upgrades				**Subtotal**	**$1,218.11**
1.00	LUMP SUM	Update irrigation system with quick coupler and track irrigation lines prior to commencement of work to avoid damage	$1,218.11		$1,218.11
Removals				**Subtotal**	**$598.03**
1.00	LUMP SUM	Remove existing plant material and dispose of debris off-site (roses, lilacs, shrubs, and ground cover, burning bushes/buckthorn), keep river birches on left and middle entrance, and crabapples/boxwoods/hydrangeas in middle	$598.03		$598.03
Plant Installations				**Subtotal**	**$2,220.76**
10.00	UNIT	Plant Blue Fescue #1 mass low-profile planting in foreground of boulders for sign visibility	$36.45		$364.47

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President

5100 DeWitt Rd, Canton, MI 48188 ph. (734) 394-1430 fax (734) 394-1469

Proposal for Extra Work at Carlton Forest Association

8.00	UNIT	Plant Hummingbird Summersweet #3 on side of boulders as framing	$89.85		$718.83
4.00	UNIT	Plant Viburnum dentatum 'Blue Muffin' #5 flanking sides of boulders	$109.40		$437.61
12.00	UNIT	Plant Rudbeckia Hirta 'Goldsturm' #1 in front of left boulder	$28.99		$347.86
10.00	UNIT	Plant Geranium 'Rozanne' #1 along walkway towards Carlton Way Drive and near ledgestone on right side of entrance	$35.20		$351.99
Rock to Mulch Bed				**Subtotal**	**$615.49**
1.00	LUMP SUM	Switch rock and mulch bed - re-use current egg rock around exterior perimeter, mulch interior for low-profile annual plantings in spring, summer, and fall for seasonal interest (annuals not included in quote)	$615.49		$615.49
Mulch				**Subtotal**	**$1,644.72**
12.00	YARD	Apply fresh double-shredded hardwood mulch 3" to entrance bed areas using purple map attached to quote	$137.06		$1,644.72
Plant Installs Right of Entrance				**Subtotal**	**$2,510.49**
8.00	UNIT	Plant Viburnum dentatum 'Blue Muffin' 48" in place of current shrubs right of entrance to hide utility boxes	$207.73		$1,661.80
1.00	LUMP SUM	Remove turf, amend soil, and prep new beds around utility boxes -- MISS DIG to be called prior	$848.69		$848.69

For internal use only

SO#	8838552
JOB#	386500377
Service Line	130

Total Price $9,639.09

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President

5100 DeWitt Rd, Canton, MI 48188 ph. (734) 394-1430 fax (734) 394-1469

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.

2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.

3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.

4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.

5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with $1,000,000 limit of liability.

6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.

7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.

8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.

9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.

10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.

11. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.

12. Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.

13. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.

14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of $150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.

17. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (international Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Signature	Title	**Property Manager**
Emily McHenry		**January 23, 2026**
Printed Name	Date	

BrightView Landscapes, LLC "Contractor"

Signature	Title	**Account Manager**
Karoline Nicole Mabie		**January 23, 2026**
Printed Name	Date	

Job #:	**386500377**		
SO #:	**8838552**	**Proposed Price:**	**$9,639.09**

III. Financials

CARLTON FOREST ASSOCIATION
JANUARY 1 - DECEMBER 31, 2026 APPROVED BUDGET
75 UNITS, MONTHLY, 1.5 % INCREASE, VARIED

INCOME	
ASSESSMENT INCOME	**$ 281,905**
ADDITIONAL ASSESSMENT	**24,600**
CABLE INCOME	**16,875**
TOTAL INCOME	**323,380**
EXPENSES	
BUILDING MAINTENANCE	
BUILDING MAINTENANCE	**17,500**
EXTERIOR PEST CONTROL	**1,500**
ELECTRICAL	**2,000**
PLUMBING	**5,000**
MISCELLANEOUS GARAGE REPAIRS	**3,000**
PAINT	**32,000**
FIRE SUPPRESSION	**6,000**
TOTAL BUILDING	**67,000**
GROUNDS MAINTENANCE	
CONTRACTED LAWN SERVICE	**28,675**
GROUNDS MAINTENANCE	**4,200**
MULCH	**9,600**
IRRIGATION MAINTENANCE & REPAIR	**3,000**
SNOW SERVICES	**18,500**
ASPHALT	**4,000**
TREES/SOD/PLANTS	**500**
CONCRETE REPAIR & MAINT	**8,500**
LAKE/WATERWAY MAINTENANCE	**1,780**
STREET LIGHT MAINTENANCE	**1,000**
TOTAL GROUNDS	**79,755**
UTILITIES	
ELECTRIC	**4,200**
WATER/SEWER	**51,600**
TOTAL UTILITIES	**55,800**
ADMINISTRATIVE	
MANAGEMENT FEE	**20,400**
POSTAGE	**600**
OFFICE EXPENSE GENERAL	**900**
COPIES/PRINTING/SUPPLIES	**900**
TECHNOLOGY	**300**
LEGAL EXPENSE	**11,500**
FED/STATE REQUIRED CORP REPORT FILINGS	**65**
ACCOUNTING SERVICES	**1,790**
TOTAL ADMINISTRATIVE EXPENSE	**36,455**
INSURANCE	
LIABILITY INSURANCE	**30,000**
WORKERS COMPENSATION	**575**
TOTAL INSURANCE	**30,575**
RESERVE EXPENSE	
POOLED RESERVES	**29,195**
SECONDARY RESERVE	**24,600**
TOTAL RESERVES	**53,795**
TOTAL EXPENSES	**323,380**
NET GAIN (LOSS)	**$ -**

CARLTON FOREST ASSOCIATION

B A L A N C E S H E E T

December 2023

		OPERATING	RESERVE	TOTAL
	CURRENT ASSETS			
1015	PACIFIC WESTERN - CKG/ICS - PRIMARY	24,604.80		24,604.80
1065	PACIFIC WESTERN - MM/ICS - RESERVE		262,047.75	262,047.75
		24,604.80	262,047.75	286,652.55
	ACCOUNTS RECEIVABLE			
1210	ASSESSMENTS	4,843.75		4,843.75
1250	LEGAL FEES	222.39		222.39
		5,066.14	0.00	5,066.14
	PREPAID ASSETS			
1343	MONTHLY ALL SEASONS SERVICE	3,700.00		3,700.00
		3,700.00	0.00	3,700.00

B A L A N C E S H E E T

December 2023

	OPERATING	RESERVE	TOTAL
TOTAL ASSETS	33,370.94	262,047.75	295,418.69

CARLTON FOREST ASSOCIATION

B A L A N C E S H E E T

December 2023

		OPERATING	RESERVE	TOTAL
	CURRENT LIABILITIES			
2010	ACCOUNTS PAYABLE	493.92		493.92
2020	ACCRUED ESTIMATED EXPENSES	12,000.00		12,000.00
2130	PREPAID ASSESSMENTS	15,480.22		15,480.22
		27,974.14	0.00	27,974.14
	RESTRICTED EQUITY - RESERVES			
2271	RESERVES - POOLED		345,030.82	345,030.82
	SPENT FROM RESERVES			
2530	RESERVES - LIGHTING		(82,983.07)	(82,983.07)
		0.00	262,047.75	262,047.75
	OPERATING EQUITY			
2650	PRIOR YEAR SURPLUS (DEFICIT)	18,564.25		18,564.25
2670	CURRENT YEAR SURPLUS (DEFICIT)	(13,167.45)		(13,167.45)
		5,396.80	0.00	5,396.80
	TOTAL LIABILITIES & EQUITY	33,370.94	262,047.75	295,418.69

CARLTON FOREST ASSOCIATION
REVENUE & EXPENSE BUDGET COMPARISON REPORT
DECEMBER 2023

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	12 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
INCOME								
OPERATING INCOME								
4020	ASSESSMENTS - MONTHLY	20,893.50	20,893.50	0.00	250,722.00	250,722.00	0.00	250,722
4060	LATE CHARGES	50.00	41.67	8.33	975.00	500.00	475.00	500
4100	INTEREST - OPERATING	0.00	33.33	- 33.33	46.17	400.00	-353.83	400
4162	EXPENSE REIMBURSEMENT	0.00	166.67	-166.67	0.00	2,000.00	-2,000.00	2,000
4293	LEGAL/COLLECTION	0.00	0.00	0.00	2,202.83	0.00	2,202.83	0
4340	INTEREST - RESERVES	380.75	0.00	380.75	3,370.09	0.00	3,370.09	0
4350	INTEREST ALLOC TO RESERVES	-380.75	0.00	-380.75	-3,370.09	0.00	-3,370.09	0
4970		20,943.50	21,135.17	-191.67	253,946.00	253,622.00	324.00	253,622
4980	TOTAL INCOME	20,943.50	21,135.17	-191.67	253,946.00	253,622.00	324.00	253,622
EXPENSES								
BUILDING MAINTENANCE								
5010	BUILDING MAINTENANCE	1,345.00	750.00	595.00	24,140.00	9,000.00	15,140.00	9,000
5060	PLUMBING REPAIRS	0.00	750.00	-750.00	3,065.00	9,000.00	-5,935.00	9,000
5080	ELECTRICAL REPAIRS	350.00	0.00	350.00	2,248.00	0.00	2,248.00	0
5105	BUILDING PAINTING	0.00	0.00	0.00	21,143.70	20,000.00	1,143.70	20,000
5164	GARAGE DOOR REPLACEMENT	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	2,000
5172	GARAGE REPAIRS	765.00	0.00	765.00	2,225.00	1,000.00	1,225.00	1,000
5250	EXTERIOR PEST CONTROL	54.69	166.67	-111.98	821.37	2,000.00	-1,178.63	2,000

REVENUE & EXPENSE BUDGET COMPARISON REPORT

DECEMBER 2023

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	12 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
5352	FIRE ALARM MONITORING	0.00	0.00	0.00	4,200.00	6,000.00	-1,800.00	6,000
5410	STREET LIGHT MAINTENANCE	0.00	0.00	0.00	0.00	500.00	-500.00	500
5450	SPECIAL CARPENTRY WORK	635.00	333.33	301.67	1,585.00	4,000.00	-2,415.00	4,000
5560	ROOFING	0.00	0.00	0.00	840.00	1,000.00	-160.00	1,000
5610	GUTTER REPAIR	190.00	166.67	23.33	1,658.00	2,000.00	-342.00	2,000
5799		3,339.69	2,166.67	1,173.02	61,926.07	56,500.00	5,426.07	56,500
GROUNDS MAINTENANCE								
6040	CONTRACTED LAWN SERVICE	0.00	0.00	0.00	28,550.04	28,550.00	0.04	28,550
6041	GROUNDS MAINTENANCE	0.00	583.33	-583.33	325.00	7,000.00	-6,675.00	7,000
6100	FERTILIZER	0.00	0.00	0.00	6,800.00	5,950.00	850.00	5,950
6120	IRRIGATION MAINTENANCE & REPAIR	0.00	0.00	0.00	1,800.00	3,000.00	-1,200.00	3,000
6198	CONCRETE REPAIR & MAINT	0.00	291.67	-291.67	2,150.00	3,500.00	-1,350.00	3,500
6201	TREES/SOD/PLANTS	0.00	0.00	0.00	1,800.00	1,000.00	800.00	1,000
6229	ASPHALT REPAIRS	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	3,500
6340	LAKE/WATERWAY MAINTENANCE	80.00	80.00	0.00	1,569.75	1,175.00	394.75	1,175
6353	SNOW SERVICES	3,700.00	3,700.00	0.00	18,100.00	18,500.00	-400.00	18,500
6410	STREET LIGHT MAINTENANCE	0.00	250.00	-250.00	0.00	3,000.00	-3,000.00	3,000
6599		3,780.00	4,905.00	-1,125.00	61,094.79	75,175.00	-14,080.21	75,175
UTILITIES								
7910	ELECTRIC	49.25	508.33	-459.08	5,090.07	6,100.00	-1,009.93	6,100
7920	WATER/SEWER	4,000.00	0.00	4,000.00	65,026.80	48,000.00	17,026.80	48,000

REVENUE & EXPENSE BUDGET COMPARISON REPORT

DECEMBER 2023

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	12 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
7999		4,049.25	508.33	3,540.92	70,116.87	54,100.00	16,016.87	54,100
ADMINISTRATIVE								
8020	MANAGEMENT FEE	1,490.00	1,490.00	0.00	17,880.00	17,880.00	0.00	17,880
8040	POSTAGE	67.95	15.00	52.95	408.58	300.00	108.58	300
8042	MAILING FEE	0.00	200.00	-200.00	0.00	400.00	-400.00	400
8058	OFFICE EXPENSE GENERAL	0.00	0.00	0.00	0.00	175.00	-175.00	175
8060	COPIES/PRINTING/SUPPLIES	307.80	16.75	291.05	1,003.65	201.00	802.65	201
8081	ACCOUNTING SERVICES	0.00	0.00	0.00	1,440.00	1,440.00	0.00	1,440
8100	LEGAL EXPENSE	0.00	66.67	- 66.67	1.83	800.00	-798.17	800
8106	LEGAL EXPENSE - COLLECTIONS	0.00	0.00	0.00	2,344.58	0.00	2,344.58	0
8230	BANK CHARGES	0.00	0.00	0.00	- 10.00	0.00	- 10.00	0
8244	PRIOR YEAR EXPENSES	0.00	0.00	0.00	1,475.00	0.00	1,475.00	0
8390	FED/STATE REQUIRED CORP REPORT FILINGS	0.00	0.00	0.00	65.00	20.00	45.00	20
8479		1,865.75	1,788.42	77.33	24,608.64	21,216.00	3,392.64	21,216
INSURANCE								
8482	D&O INSURANCE	0.00	0.00	0.00	0.00	2,100.00	-2,100.00	2,100
8489	LIABILITY INSURANCE	1,446.62	1,416.67	29.95	21,836.08	17,000.00	4,836.08	17,000
8490	WORKERS COMPENSATION	0.00	0.00	0.00	575.00	575.00	0.00	575
8499		1,446.62	1,416.67	29.95	22,411.08	19,675.00	2,736.08	19,675

REVENUE & EXPENSE BUDGET COMPARISON REPORT
DECEMBER 2023

	CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	12 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
RESTRICTED TRANSFERS TO RESERVES							
9171 POOLED RESERVES	2,246.33	2,246.33	0.00	26,956.00	26,956.00	0.00	26,956
9299	2,246.33	2,246.33	0.00	26,956.00	26,956.00	0.00	26,956
9980 TOTAL EXPENSES	16,727.64	13,031.42	3,696.22	267,113.45	253,622.00	13,491.45	253,622
9990 GAIN (LOSS)	4,215.86	8,103.75	3,887.89	(13,167.45)	0.00	13,167.45	0

CARLTON FOREST ASSOCIATION

B A L A N C E S H E E T

December 2024

		OPERATING	RESERVE	INS PROCEEDS	TOTAL
	CURRENT ASSETS				
1015	SMARTSTREET-BOC - CKG/ICS - OPERATING	22,885.59			22,885.59
1016	SMARTSTREET-BOC - CKG/ICS - S/A RESERVE		218.79		218.79
1020	SMARTSTREET-BOC - CKG/ICS - INS CLAIM			2,385.08	2,385.08
1065	SMARTSTREET-BOC - MM/ICS - RESERVE		190,253.93		190,253.93
		22,885.59	190,472.72	2,385.08	215,743.39
	ACCOUNTS RECEIVABLE				
1210	ASSESSMENTS	657.34			657.34
		657.34	0.00	0.00	657.34
	PREPAID ASSETS				
		0.00	0.00	0.00	0.00
	TOTAL ASSETS	23,542.93	190,472.72	2,385.08	216,400.73

B A L A N C E S H E E T

December 2024

		OPERATING	RESERVE	INS PROCEEDS	TOTAL
	CURRENT LIABILITIES				
2010	ACCOUNTS PAYABLE	3,025.00			3,025.00
2020	ACCRUED ESTIMATED EXPENSES	12,501.00			12,501.00
2070	INSURANCE PROCEEDS			23,285.81	23,285.81
2071	SPENT FROM INSURANCE PROCEEDS			(20,900.73)	(20,900.73)
2130	PREPAID ASSESSMENTS	14,569.06			14,569.06
2131	PREPAID OPERATIONAL ASSMNTS - RESERVES		218.79		218.79
		30,095.06	218.79	2,385.08	32,698.93
	RESTRICTED EQUITY - RESERVES				
2271	RESERVES - POOLED		296,321.18		296,321.18
	SPENT FROM RESERVES				
2450	RESERVES - ROADS		(66,163.00)		(66,163.00)
2530	RESERVES - LIGHTING		(27,924.25)		(27,924.25)
2550	RESERVES - IRRIGATION		(11,980.00)		(11,980.00)
		0.00	190,253.93	0.00	190,253.93
	OPERATING EQUITY				
2650	PRIOR YEAR SURPLUS (DEFICIT)	5,396.80			5,396.80
2670	CURRENT YEAR SURPLUS (DEFICIT)	(11,948.93)			(11,948.93)
		(6,552.13)	0.00	0.00	(6,552.13)
	TOTAL LIABILITIES & EQUITY	23,542.93	190,472.72	2,385.08	216,400.73

REVENUE & EXPENSE BUDGET COMPARISON REPORT

DECEMBER 2024

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	12 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
INCOME								
OPERATING INCOME								
4020	ASSESSMENTS - MONTHLY	22,042.75	22,042.75	0.00	264,513.00	264,513.00	0.00	264,513
4060	LATE CHARGES	60.00	0.00	60.00	565.00	0.00	565.00	0
4293	LEGAL/COLLECTION	167.50	0.00	167.50	1,284.75	0.00	1,284.75	0
4340	INTEREST - RESERVES	146.32	0.00	146.32	2,533.43	0.00	2,533.43	0
4350	INTEREST ALLOC TO RESERVES	-146.32	0.00	-146.32	-2,533.43	0.00	-2,533.43	0
4970		22,270.25	22,042.75	227.50	266,362.75	264,513.00	1,849.75	264,513
4980	TOTAL INCOME	22,270.25	22,042.75	227.50	266,362.75	264,513.00	1,849.75	264,513
EXPENSES								
BUILDING MAINTENANCE								
5010	BUILDING MAINTENANCE	305.00	750.00	-445.00	19,420.00	9,000.00	10,420.00	9,000
5060	PLUMBING REPAIRS	0.00	584.00	-584.00	1,430.00	7,000.00	-5,570.00	7,000
5080	ELECTRICAL REPAIRS	1,510.00	0.00	1,510.00	8,707.52	2,000.00	6,707.52	2,000
5105	BUILDING PAINTING	0.00	0.00	0.00	23,279.00	20,000.00	3,279.00	20,000
5113	DRYER VENT MAINTENANCE	0.00	0.00	0.00	400.00	0.00	400.00	0
5164	GARAGE DOOR REPLACEMENT	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	2,000
5172	GARAGE REPAIRS	540.00	0.00	540.00	3,604.00	1,100.00	2,504.00	1,100
5250	EXTERIOR PEST CONTROL	60.16	125.00	- 64.84	1,755.51	1,500.00	255.51	1,500
5352	FIRE ALARM MONITORING	0.00	500.00	-500.00	13,449.00	6,000.00	7,449.00	6,000

REVENUE & EXPENSE BUDGET COMPARISON REPORT

DECEMBER 2024

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	12 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
5450	SPECIAL CARPENTRY WORK	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	3,000
5560	ROOFING	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	1,000
5610	GUTTER REPAIR	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	2,000
5799		2,415.16	1,959.00	456.16	72,045.03	54,600.00	17,445.03	54,600
GROUNDS MAINTENANCE								
6040	CONTRACTED LAWN SERVICE	0.00	0.00	0.00	28,550.04	28,550.00	0.04	28,550
6041	GROUNDS MAINTENANCE	0.00	584.00	-584.00	5,445.00	7,000.00	-1,555.00	7,000
6100	FERTILIZER	0.00	0.00	0.00	0.00	5,950.00	-5,950.00	5,950
6120	IRRIGATION MAINTENANCE & REPAIR	0.00	0.00	0.00	16,772.50	5,000.00	11,772.50	5,000
6198	CONCRETE REPAIR & MAINT	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	3,500
6201	TREES/SOD/PLANTS	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	1,000
6229	ASPHALT REPAIRS	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	3,500
6340	LAKE/WATERWAY MAINTENANCE	80.00	0.00	80.00	1,569.75	1,705.00	-135.25	1,705
6353	SNOW SERVICES	3,700.00	3,700.00	0.00	18,500.00	18,500.00	0.00	18,500
6410	STREET LIGHT MAINTENANCE	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	2,000
6599		3,780.00	4,284.00	-504.00	70,837.29	76,705.00	-5,867.71	76,705
UTILITIES								
7910	ELECTRIC	319.78	500.00	-180.22	3,718.91	6,000.00	-2,281.09	6,000
7920	WATER/SEWER	4,167.00	4,167.00	0.00	49,849.10	50,000.00	-150.90	50,000
7999		4,486.78	4,667.00	-180.22	53,568.01	56,000.00	-2,431.99	56,000

REVENUE & EXPENSE BUDGET COMPARISON REPORT

DECEMBER 2024

	CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	12 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
ADMINISTRATIVE							
8020 MANAGEMENT FEE	1,600.00	1,600.00	0.00	19,200.00	19,200.00	0.00	19,200
8040 POSTAGE	8.97	140.00	-131.03	268.41	415.00	-146.59	415
8058 OFFICE EXPENSE GENERAL	0.00	100.00	-100.00	0.00	1,204.00	-1,204.00	1,204
8060 COPIES/PRINTING/SUPPLIES	2.60	58.83	- 56.23	307.80	706.00	-398.20	706
8081 ACCOUNTING SERVICES	0.00	0.00	0.00	1,560.00	1,560.00	0.00	1,560
8100 LEGAL EXPENSE	252.00	800.00	-548.00	7,242.25	800.00	6,442.25	800
8106 LEGAL EXPENSE - COLLECTIONS	0.00	0.00	0.00	841.00	0.00	841.00	0
8180 INCOME TAX	407.26	0.00	407.26	407.26	0.00	407.26	0
8390 FED/STATE REQUIRED CORP REPORT FILINGS	0.00	0.00	0.00	65.00	0.00	65.00	0
8479	2,270.83	2,698.83	-428.00	29,891.72	23,885.00	6,006.72	23,885
INSURANCE							
8482 D&O INSURANCE	0.00	0.00	0.00	0.00	2,330.00	-2,330.00	2,330
8489 LIABILITY INSURANCE	45.00	1,519.00	-1,474.00	19,654.63	18,678.00	976.63	18,678
8490 WORKERS COMPENSATION	0.00	0.00	0.00	575.00	575.00	0.00	575
8499	45.00	1,519.00	-1,474.00	20,229.63	21,583.00	-1,353.37	21,583
RESTRICTED TRANSFERS TO RESERVES							
9171 POOLED RESERVES	2,645.00	2,645.00	0.00	31,740.00	31,740.00	0.00	31,740
9299	2,645.00	2,645.00	0.00	31,740.00	31,740.00	0.00	31,740

REVENUE & EXPENSE BUDGET COMPARISON REPORT

DECEMBER 2024

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	12 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
9980	TOTAL EXPENSES	15,642.77	17,772.83	-2,130.06	278,311.68	264,513.00	13,798.68	264,513
9990	GAIN (LOSS)	6,627.48	4,269.92	(2,357.56)	(11,948.93)	0.00	11,948.93	0

CARLTON FOREST ASSOCIATION

B A L A N C E S H E E T

November 2025

		OPERATING	RESERVE	INS PROCEEDS	TOTAL
	CURRENT ASSETS				
1010	ENTERPRISE BK/TR - CHECKING - PRIMARY	24,129.66			24,129.66
1011	ENTERPRISE BK/TR - CHECKING - RESERVE		8,996.04		8,996.04
1012	ENTERPRISE BK/TR - CKG/ICS- INS PROCEEDS			6,460.08	6,460.08
1065	SMARTSTREET-BOC - MM/ICS - RESERVE		161,956.53		161,956.53
		24,129.66	170,952.57	6,460.08	201,542.31
	ACCOUNTS RECEIVABLE				
1210	ASSESSMENTS	2,741.93			2,741.93
1220	OPERATIONAL ASSESSMENT-RESERVE		1,261.85		1,261.85
1250	LEGAL FEES	159.75			159.75
1280	DUE FROM OPERATING TO RESERVE		2,446.15		2,446.15
		2,901.68	3,708.00	0.00	6,609.68
	PREPAID ASSETS				
		0.00	0.00	0.00	0.00
	TOTAL ASSETS	27,031.34	174,660.57	6,460.08	208,151.99

CARLTON FOREST ASSOCIATION

B A L A N C E S H E E T

November 2025

		OPERATING	RESERVE	INS PROCEEDS	TOTAL
	CURRENT LIABILITIES				
2010	ACCOUNTS PAYABLE	11,545.25			11,545.25
2013	ACCOUNTS PAYABLE - RESERVE		37,590.00		37,590.00
2020	ACCRUED ESTIMATED EXPENSES	2,903.00			2,903.00
2070	INSURANCE PROCEEDS			27,360.81	27,360.81
2071	SPENT FROM INSURANCE PROCEEDS			(20,900.73)	(20,900.73)
2130	PREPAID ASSESSMENTS	5,877.16			5,877.16
2131	PREPAID OPERATIONAL ASSMNTS - RESERVES		307.82		307.82
		20,325.41	37,897.82	6,460.08	64,683.31
	RESTRICTED EQUITY - RESERVES				
2215	RESERVES - INTEREST		1,428.99		1,428.99
2270	RESERVES - REPLACEMENT		22,537.50		22,537.50
2271	RESERVES - POOLED		219,454.08		219,454.08
	SPENT FROM RESERVES				
2450	RESERVES - ROADS		(33,390.00)		(33,390.00)
2518	RESERVES - FIRE ALARM SPRINKLER		(73,267.82)		(73,267.82)
		0.00	136,762.75	0.00	136,762.75
	OPERATING EQUITY				
2650	PRIOR YEAR SURPLUS (DEFICIT)	(6,552.13)			(6,552.13)
2670	CURRENT YEAR SURPLUS (DEFICIT)	13,258.06			13,258.06
		6,705.93	0.00	0.00	6,705.93
	TOTAL LIABILITIES & EQUITY	27,031.34	174,660.57	6,460.08	208,151.99

CARLTON FOREST ASSOCIATION
REVENUE & EXPENSE BUDGET COMPARISON REPORT
NOVEMBER 2025

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	11 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
INCOME								
OPERATING INCOME								
4020	ASSESSMENTS - MONTHLY	23,144.75	23,144.75	0.00	254,592.25	254,592.25	0.00	277,737
4040	SECONDARY ASSESSMENTS	1,858.59	2,049.75	-191.16	22,738.41	22,547.25	191.16	24,597
4060	LATE CHARGES	60.00	0.00	60.00	643.47	0.00	643.47	0
4292	COVENANT VIOLATION FINES	0.00	0.00	0.00	100.00	0.00	100.00	0
4293	LEGAL/COLLECTION	159.75	0.00	159.75	159.75	0.00	159.75	0
4340	INTEREST - RESERVES	123.33	0.00	123.33	1,428.99	0.00	1,428.99	0
4350	INTEREST ALLOC TO RESERVES	-123.33	0.00	-123.33	-1,428.99	0.00	-1,428.99	0
4370	INTEREST CHARGED - SPECIAL ASSESSMENT	150.00	0.00	150.00	1,875.00	0.00	1,875.00	0
4371	INTEREST CHARGED ALLOC TO SPECIAL ASSMNT	-150.00	0.00	-150.00	-1,875.00	0.00	-1,875.00	0
4433	INSURANCE CLAIM PROCEEDS	0.00	0.00	0.00	22,914.31	0.00	22,914.31	0
4970		25,223.09	25,194.50	28.59	301,148.19	277,139.50	24,008.69	302,334
4980	TOTAL INCOME	25,223.09	25,194.50	28.59	301,148.19	277,139.50	24,008.69	302,334
EXPENSES								
BUILDING MAINTENANCE								
5010	BUILDING MAINTENANCE	2,646.00	1,250.00	1,396.00	18,854.94	13,750.00	5,104.94	15,000
5060	PLUMBING REPAIRS	3,135.00	584.00	2,551.00	6,597.00	6,416.00	181.00	7,000
5080	ELECTRICAL REPAIRS	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	2,000
5105	BUILDING PAINTING	250.00	0.00	250.00	32,063.60	23,000.00	9,063.60	23,000

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	11 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
5164	GARAGE DOOR REPLACEMENT	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	2,000
5172	GARAGE REPAIRS	380.00	600.00	-220.00	1,685.00	2,400.00	-715.00	2,400
5250	EXTERIOR PEST CONTROL	191.77	125.00	66.77	1,421.64	1,375.00	46.64	1,500
5352	FIRE ALARM MONITORING	0.00	500.00	-500.00	2,312.00	5,500.00	-3,188.00	6,000
5799		6,602.77	3,059.00	3,543.77	62,934.18	56,441.00	6,493.18	58,900
GROUNDS MAINTENANCE								
6040	CONTRACTED LAWN SERVICE	-5,165.84	0.00	-5,165.84	28,675.02	30,995.00	-2,319.98	30,995
6041	GROUNDS MAINTENANCE	0.00	350.00	-350.00	0.00	3,850.00	-3,850.00	4,200
6060	MULCH	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	10,000
6100	FERTILIZER	0.00	0.00	0.00	0.00	6,252.00	-6,252.00	6,252
6120	IRRIGATION MAINTENANCE & REPAIR	530.00	0.00	530.00	4,068.50	5,000.00	-931.50	5,000
6198	CONCRETE REPAIR & MAINT	0.00	0.00	0.00	0.00	4,000.00	-4,000.00	4,000
6201	TREES/SOD/PLANTS	0.00	500.00	-500.00	0.00	1,000.00	-1,000.00	1,000
6229	ASPHALT REPAIRS	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	3,500
6340	LAKE/WATERWAY MAINTENANCE	0.00	0.00	0.00	1,489.75	1,780.00	-290.25	1,780
6353	SNOW SERVICES	0.00	0.00	0.00	14,800.00	14,800.00	0.00	18,500
6410	STREET LIGHT MAINTENANCE	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	1,000
6599		-4,635.84	850.00	-5,485.84	49,033.27	82,177.00	-33,143.73	86,227
UTILITIES								
7910	ELECTRIC	382.27	333.33	48.94	4,711.65	3,666.67	1,044.98	4,000
7920	WATER/SEWER	2,778.00	4,167.00	-1,389.00	36,932.98	45,833.00	-8,900.02	50,000

REVENUE & EXPENSE BUDGET COMPARISON REPORT
NOVEMBER 2025

		CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	11 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
7960	GAS-BUILDING	0.00	0.00	0.00	150.00	0.00	150.00	0
7999		3,160.27	4,500.33	-1,340.06	41,794.63	49,499.67	-7,705.04	54,000
ADMINISTRATIVE								
8020	MANAGEMENT FEE	1,650.00	1,650.00	0.00	18,150.00	18,150.00	0.00	19,800
8040	POSTAGE	13.32	20.00	- 6.68	387.81	300.00	87.81	500
8058	OFFICE EXPENSE GENERAL	0.00	100.00	-100.00	225.00	1,100.00	-875.00	1,200
8060	COPIES/PRINTING/SUPPLIES	2.40	10.00	- 7.60	898.72	195.00	703.72	656
8069	TECHNOLOGY FEE	0.00	25.00	- 25.00	50.00	275.00	-225.00	300
8081	ACCOUNTING SERVICES	0.00	0.00	0.00	1,710.00	1,710.00	0.00	1,710
8100	LEGAL EXPENSE	670.00	0.00	670.00	3,763.50	0.00	3,763.50	1,000
8106	LEGAL EXPENSE - COLLECTIONS	159.75	0.00	159.75	159.75	0.00	159.75	0
8132	INSURANCE CLAIM EXPENSE	0.00	0.00	0.00	32,914.31	0.00	32,914.31	0
8390	FED/STATE REQUIRED CORP REPORT FILINGS	0.00	0.00	0.00	75.00	440.00	-365.00	440
8415	SHARED EXPENSES	0.00	0.00	0.00	-5,920.69	0.00	-5,920.69	0
8479		2,495.47	1,805.00	690.47	52,413.40	22,170.00	30,243.40	25,606
INSURANCE								
8489	LIABILITY INSURANCE	16,930.70	1,922.91	15,007.79	31,277.00	21,152.01	10,124.99	23,074
8490	WORKERS COMPENSATION	0.00	0.00	0.00	575.00	575.00	0.00	575
8499		16,930.70	1,922.91	15,007.79	31,852.00	21,727.01	10,124.99	23,649

REVENUE & EXPENSE BUDGET COMPARISON REPORT
NOVEMBER 2025

	CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	11 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
RESTRICTED TRANSFERS TO RESERVES							
9170 RESERVE FOR REPLACEMENT	1,858.59	2,049.75	-191.16	22,955.07	22,547.25	407.82	24,597
9171 POOLED RESERVES	2,446.15	2,446.15	0.00	26,907.58	26,907.58	0.00	29,353
9299	4,304.74	4,495.90	-191.16	49,862.65	49,454.83	407.82	53,950
9980 TOTAL EXPENSES	28,858.11	16,633.14	12,224.97	287,890.13	281,469.51	6,420.62	302,334
9990 GAIN (LOSS)	(3,635.02)	8,561.36	12,196.38	13,258.06	(4,330.01)	(17,588.07)	0

COA-DV	VEND #	VENDOR NAME	VOUCHER #	INVOICE	INV DATE	ENTRY DATE	AMOUNT	DESCRIPTION	FROM	PAID ON	PAID WITH
***6040 CONTRACTED LAWN SERVICE			2025 ANNUAL BUDGET=		30,995.00						
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	2A1D61	monthly	04/03/2023	04/30/2023	4,758.34	2023 Lawn Contract	1015	04/05/2023	CHK# 100001
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	A7692E	monthly	05/03/2023	05/31/2023	4,758.34	2023 Lawn Contract	1015	05/04/2023	CHK# 100014
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	1EC7DF	monthly	06/03/2023	06/30/2023	4,758.34	2023 Lawn Contract	1015	06/14/2023	CHK# 100024
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	AE719F	monthly	07/03/2023	07/31/2023	4,758.34	2023 Lawn Contract	1015	07/07/2023	CHK# 100033
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	08215F	monthly	08/03/2023	08/31/2023	4,758.34	2023 Lawn Contract	1015	08/04/2023	CHK# 100044
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	22A43F	monthly	09/03/2023	09/30/2023	4,758.34	2023 Lawn Contract	1015	09/07/2023	CHK# 100061
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	4166A0	monthly	05/03/2024	05/31/2024	4,758.34	2024 Lawn Contract	1015	05/06/2024	CHK# 100139
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	4780DA	monthly	06/03/2024	06/30/2024	4,758.34	2024 Lawn Contract	1015	06/05/2024	CHK# 100147
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	D1CC70	monthly	07/03/2024	07/31/2024	4,758.34	2024 Lawn Contract	1015	07/08/2024	CHK# 100155
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	E379E3	monthly	08/03/2024	08/31/2024	4,758.34	2024 Lawn Contract	1015	08/09/2024	CHK# 100165
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	AA1F85	monthly	09/03/2024	09/30/2024	4,758.34	2024 Lawn Contract	1015	09/20/2024	CHK# 100177
6040- 0	971DD8	GREAT OAKS MAINTENANCE & HO	01ED81	monthly	10/03/2024	10/31/2024	4,758.34	2024 Lawn Contract	1015	11/11/2024	CHK# 100188
6040- 0	G03831	Brightview Landscape Servic	32D085	9350570	05/01/2025	05/31/2025	4,779.17	MAY 2025 LANDSCAPE MAINT	1010	05/08/2025	CHK# 10033
6040- 0	G03831	Brightview Landscape Servic	889EF4	9350558	04/01/2025	05/31/2025	4,779.17	APR 2025 LANDSCAPE MAINT	1010	05/08/2025	CHK# 10033
6040- 0	G03831	Brightview Landscape Servic	E49C3C	9374621	06/01/2025	06/30/2025	4,779.17	JUNE 2025 LANDSCAPE MAINT	1010	06/03/2025	CHK# 10040
6040- 0	G03831	Brightview Landscape Servic	2A117C	9408007	07/01/2025	07/31/2025	4,779.17	JUL 2025 LANDSCAPE MAINT	1010	07/01/2025	CHK# 10045
6040- 0	G03831	Brightview Landscape Servic	6609F5	9444568	08/01/2025	08/31/2025	4,779.17	AUG 5/6 2025 Landscape Mainten	1010	08/14/2025	CHK# 10057
6040- 0	G03831	Brightview Landscape Servic	66F294	9480472	09/01/2025	09/30/2025	4,779.17	Sept 5/5 2025 Landscape Mainte	1010	09/04/2025	CHK# 10063

							85,775.10				
***6041 GROUNDS MAINTENANCE			2025 ANNUAL BUDGET=		4,200.00						
6041- 0	73CE82	RICKS OUTDOOR SERVICES LLC	52993C	54653	09/28/2023	09/30/2023	50.00	PUT SANITARY SEWER COVER BACK	1015	10/06/2023	CHK# 100071
6041- 0	971DD8	GREAT OAKS MAINTENANCE & HO	C97468	39047	09/27/2023	09/30/2023	275.00	STRAIGHTEN & STAKE LEANING TRE	1015	10/03/2023	CHK# 100069
6041- 0	73CE82	RICKS OUTDOOR SERVICES LLC	EEA160	55205	03/13/2024	03/31/2024	350.00	FRONT ENTRANCE DEBRIS DISPOSA	1015	03/20/2024	CHK# 100124
6041- 0	73CE82	RICKS OUTDOOR SERVICES LLC	AE593F	55553	06/09/2024	06/30/2024	200.00	CUT OFF GROUNDING ROD	1015	06/13/2024	CHK# 100149
6041- 0	971DD8	GREAT OAKS MAINTENANCE & HO	A893D3	45843	07/25/2024	07/31/2024	4,895.00	TURF REPAIRS	1015	08/05/2024	CHK# 100164
6041- 0	73CE82	Ricks Outdoor Services LLC	A75C10	58363	12/09/2025	12/31/2025	150.00	WO #296 28122 CARLTON WAY REM	1010	12/24/2025	CHK# 10093

							5,920.00				
***6100 FERTILIZER			2025 ANNUAL BUDGET=		6,252.00						
6100- 0	971DD8	GREAT OAKS MAINTENANCE & HO	AE6CF7	34726	04/15/2023	04/30/2023	850.00	APR 2023 LAWN FERTILIZATION &	1015	04/24/2023	CHK# 100010
6100- 0	971DD8	GREAT OAKS MAINTENANCE & HO	23C9E5	35083	05/01/2023	05/31/2023	1,229.04	MAY 2023 LANDSCAPE MAINT	1015	05/04/2023	CHK# 100014
6100- 0	971DD8	GREAT OAKS MAINTENANCE & HO	33E2A2	35875	06/01/2023	06/30/2023	1,229.04	JUN 2023 LANDSCAPE MAINT	1015	06/14/2023	CHK# 100024
6100- 0	971DD8	GREAT OAKS MAINTENANCE & HO	05287E	36923	07/01/2023	07/31/2023	1,229.04	JULY 2023 LAWN FERTILIZATION/	1015	07/07/2023	CHK# 100033

COA-DV	VEND #	VENDOR NAME	VOUCHER #	INVOICE	INV DATE	ENTRY DATE	AMOUNT	DESCRIPTION	FROM	PAID ON	PAID WITH
6100- 0	971DD8	GREAT OAKS MAINTENANCE & HO	07983E	37638	08/01/2023	08/31/2023	1,229.04	AUG 2023 LAWN FERT INSECTICIDE	1015	08/08/2023	CHK# 100049
6100- 0	971DD8	GREAT OAKS MAINTENANCE & HO	ECF339	38459	09/01/2023	09/30/2023	1,229.04	SEPT 2023 LAWN FERTILIZATION	1015	09/20/2023	CHK# 100063

							6,995.20				
***6120	IRRIGATION MAINTENANCE & REPAIR		2025 ANNUAL BUDGET=		5,000.00						
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	324E62	35449	05/04/2023	05/31/2023	825.00	05/04/23 IRRIGATION SPRING AC	1015	05/10/2023	CHK# 100017
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	8E7C5C	37493	07/20/2023	07/31/2023	150.00	IRRIGATION ADJUSTMENT 28288 CA	1015	07/24/2023	CHK# 100038
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	CAF1AA	39658	10/17/2023	10/31/2023	825.00	Irrigation Winterization	1015	11/08/2023	CHK# 100084
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	689C81	T3863778	05/05/2023	04/30/2024	8,724.50	Irrigation Repair #1	1015	04/05/2024	CHK# 100130
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	1E24E8	45006	07/02/2024	07/31/2024	6,378.00	IRRIGATION REPAIRS - LIGHTNING	1015	09/04/2024	CHK# 100173
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	F4FF60	45174	07/16/2024	07/31/2024	835.00	Irrigation Spring Activation	1015	07/24/2024	CHK# 100161
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	C721ED	46869	09/12/2024	10/31/2024	11,980.00	IRRIGATION REPAIRS	1065	11/21/2024	CHK# 110004
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	08EA42	47713	10/11/2024	10/31/2024	835.00	Irrigation Winterization	1015	11/26/2024	CHK# 100190
6120- 0	971DD8	GREAT OAKS MAINTENANCE & HO	220	CORRCODE	11/30/2024	11/30/2024	-11,980.00	CCODE FROM 6120 TO 2550	1015	11/30/2024	CHK# 0
6120- 0	CP21FD	Brightview Landscapes LLC	F435F4	9431978	07/18/2025	07/31/2025	2,300.00	Irrigation Repairs	1010	07/29/2025	CHK# 10051
6120- 0	73CE82	Ricks Outdoor Services LLC	0C2E70	57564	07/27/2025	07/31/2025	400.00	SPRINKLERS - SYSTEM SHUT OFF	1010	08/01/2025	CHK# 10053
6120- 0	73CE82	Ricks Outdoor Services LLC	44A26A	57662	08/01/2025	08/31/2025	838.50	WO #257 28131 Carlton- Main Wa	1010	08/14/2025	CHK# 10056
6120- 0	CP21FD	Brightview Landscapes LLC	3AE63A	9578617	11/19/2025	11/30/2025	530.00	REPAIRED STUCK VALVE	1010	12/03/2025	CHK# 10087

							22,641.00				
***6198	CONCRETE REPAIR & MAINT		2025 ANNUAL BUDGET=		4,000.00						
6198- 0	ECF075	Lift & Level	9787E3	11.14.25	11/14/2025	12/31/2025	2,625.00	LIFT & LEVEL WALK SLABS - MULT	1010	01/08/2026	CHK# 10096

							2,625.00				
***6340	LAKE/WATERWAY MAINTENANCE		2025 ANNUAL BUDGET=		1,780.00						
6340- 0	S01300	PLM Lake & Land Management	601E32	4003770	05/08/2023	05/31/2023	297.95	05/08 WEED & ALGAE TREATMENTS	1015	05/24/2023	CHK# 100019
6340- 0	S01300	PLM Lake & Land Management	0930AE	4004128	06/13/2023	06/30/2023	297.95	06/13/23 PONDS WEED & ALGAE T	1015	06/23/2023	CHK# 100028
6340- 0	S01300	PLM Lake & Land Management	CE8C4E	4004365	07/13/2023	07/31/2023	297.95	07/13/23 WEED & ALGAE TREATME	1015	07/24/2023	CHK# 100039
6340- 0	S01300	PLM Lake & Land Management	A7FC81	4004607	08/08/2023	08/31/2023	297.95	08/08/23 WEED & ALGAE TREATME	1015	08/16/2023	CHK# 100052
6340- 0	S01300	PLM Lake & Land Management	F97D1A	4004742	08/28/2023	08/31/2023	297.95	08/28/23 WEED & ALGAE TREATME	1015	09/18/2023	CHK# 100062
6340- 0	S01300	PLM Lake & Land Management	156DA9	E20111	12/15/2023	12/31/2023	80.00	PERMIT FEE FOR 2024 SEASON	1015	12/07/2023	CHK# 100094
6340- 0	S01300	PLM Lake & Land Management	F89271	4005433	05/07/2024	05/31/2024	297.95	05/07/24 Weed & Algae Treatmen	1015	05/23/2024	CHK# 100144
6340- 0	S01300	PLM Lake & Land Management	914DD4	4005814	06/13/2024	06/30/2024	297.95	06/13/24 WEED & ALGAE TREATME	1015	06/21/2024	CHK# 100152
6340- 0	S01300	PLM Lake & Land Management	E1CE6F	4006092	07/18/2024	07/31/2024	297.95	07/18/24 WEED & ALGAE TREATME	1015	08/02/2024	CHK# 100163

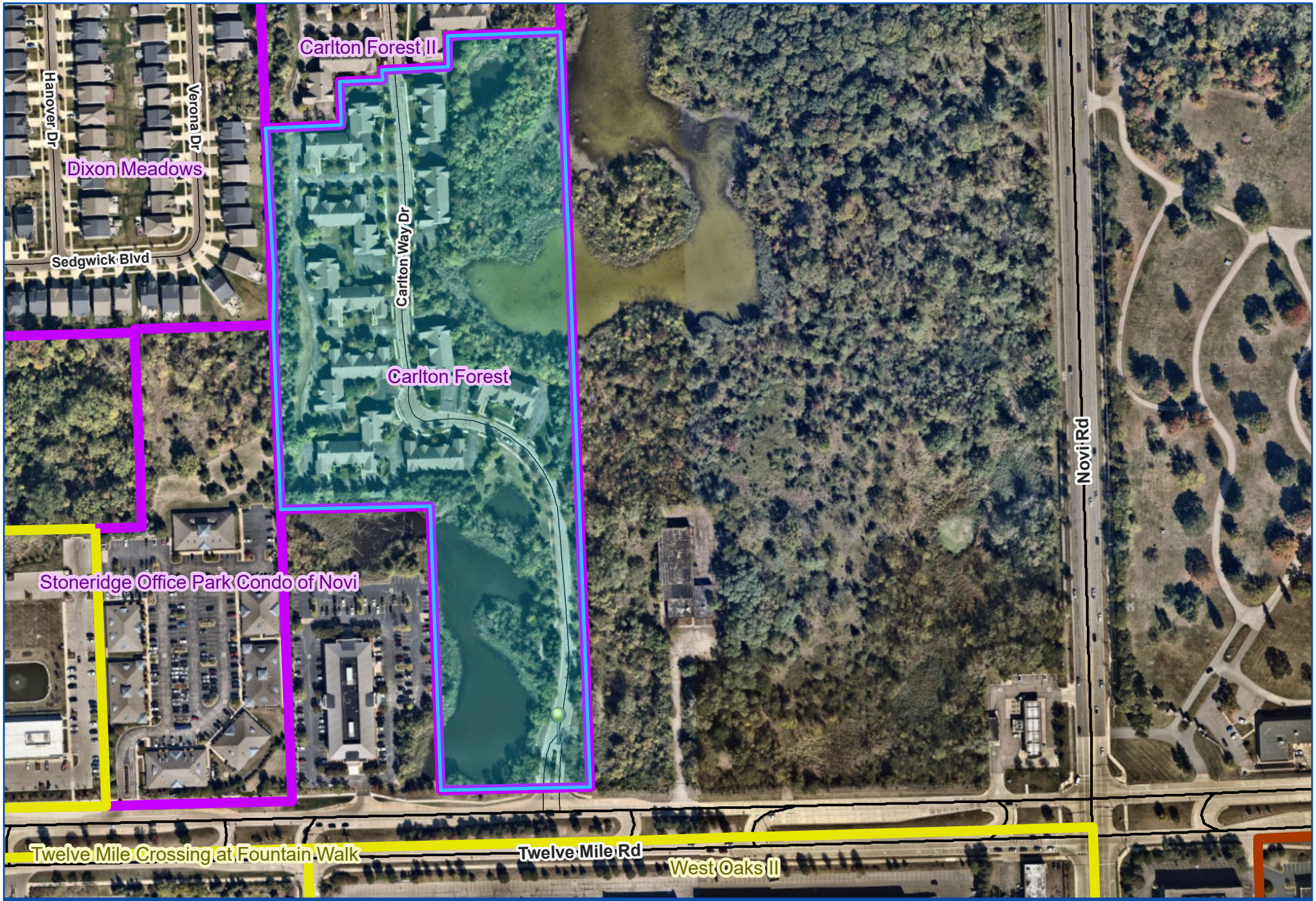
COA-DV	VEND #	VENDOR NAME	VOUCHER #	INVOICE	INV DATE	ENTRY DATE	AMOUNT	DESCRIPTION	FROM	PAID ON	PAID WITH
6340- 0	S01300	PLM Lake & Land Management	001A8D	4006338	08/07/2024	08/31/2024	297.95	08/07/24 PONDS ALGAE & WEEDS T	1015	08/16/2024	CHK# 100169
6340- 0	S01300	PLM Lake & Land Management	31DDD8	4006552	08/30/2024	08/31/2024	297.95	08/30/24 POND WEED & ALGE TREA	1015	09/20/2024	CHK# 100178
6340- 0	S01300	PLM Lake & Land Management	30104A	E20697	12/03/2024	12/31/2024	80.00	2025 SEASON PERMIT FEE STATE O	1015	12/11/2024	CHK# 100198
6340- 0	S01300	Plm Lake & Land Management	0E47D1	4007268	05/08/2025	05/31/2025	297.95	05/08/25 WEED & ALGAE POND TR	1010	05/15/2025	CHK# 10036
6340- 0	A16CC3	Carlton Forest II Associati	E33906	4007564	06/09/2025	06/30/2025	297.95	06/09/25 Weed & Algae Treatmen	1010	06/18/2025	CHK# 10041
6340- 0	S01300	Plm Lake & Land Management	F6317A	4007831	07/07/2025	07/31/2025	297.95	07/07/25 WEED & ALGAE PONDS T	1010	07/17/2025	CHK# 10048
6340- 0	S01300	Plm Lake & Land Management	FFD4DA	4008193	08/08/2025	08/31/2025	297.95	08/08/25 WEED/ALGAE POND TREA	1010	08/20/2025	CHK# 10058
6340- 0	S01300	Plm Lake & Land Management	193DFE	4008355	08/26/2025	08/31/2025	297.95	08/26/25 Weed & Algae Treatmen	1010	09/04/2025	CHK# 10064
6340- 0	S01300	Plm Lake & Land Management	13996C	4007564	06/09/2025	12/31/2025	297.95	06/09/25 POND WEED & ALGAE TR	1010	12/12/2025	CHK# 10089

							4,927.20				
***6353	SNOW SERVICES		2025 ANNUAL BUDGET=		18,500.00						
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	1E0642	monthly	04/03/2023	04/30/2023	2,970.00	2022-2023 Snow Contract	1015	04/12/2023	CHK# 100005
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	161F5D	monthly	04/03/2023	04/30/2023	330.00	2022-2023 Snow Contract	1010		
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	F80676	12.1.23	12/01/2023	12/31/2023	3,700.00	2023-2024 Snow Contract	1015	12/19/2023	CHK# 100097
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	34D28A	1.1.24	01/01/2024	12/31/2023	3,700.00	2023-2024 Snow Contract	1015	12/21/2023	CHK# 100099
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	AD8174	2.1.24	02/01/2024	02/29/2024	3,700.00	2023-2024 Snow Contract	1015	02/22/2024	CHK# 100115
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	CE27E8	SNOW	03/01/2024	03/31/2024	3,700.00	2023-2024 Snow Contract	1015	03/04/2024	CHK# 100120
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	6090EC	SNOW	04/01/2024	04/30/2024	1,850.00	2023-2024 Snow Contract	1015	04/10/2024	CHK# 100131
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	D7CFD7	SNOW	04/01/2024	05/31/2024	1,850.00	2023-2024 Snow Contract	1010		
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	FDFA40	SNOW	12/01/2024	12/31/2024	3,700.00	2024-2025 Snow Contract	1015	12/04/2024	CHK# 100195
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	DEA08D	SNOW	01/01/2025	01/31/2025	3,700.00	2024-2025 Snow Contract	1015	01/09/2025	CHK# 100204
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	DEDEA9	SNOW	02/01/2025	02/28/2025	3,700.00	February 2024-2025 Snow Contra	1010	02/07/2025	CHK# 10007
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	A5ECC3	SNOW	03/01/2025	03/31/2025	3,700.00	2024-2025 Snow Contract	1010	03/04/2025	CHK# 10014
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	29F351	SNOW	04/01/2025	04/30/2025	1,850.00	2024-2025 Snow Contract	1010		
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	C4DE57	SNOW	04/01/2025	04/30/2025	1,850.00	2024-2025 Snow Contract	1010	05/01/2025	CHK# 10031
6353- 0	A49C68	ALL SEASONS CONTRACTING INC	EE6993	12.10.25	12/10/2025	12/31/2025	3,700.00	DEC 1of5 5/26 SNOW CONTRACT	1010	12/11/2025	CHK# 10088

							44,000.00				

		TOTAL PAYABLES					172,883.50				
							==========				

IV. Map



Date Printed: 3/13/2026

Map Author:

Scale: 1 inch = 357 feet

Carlton Forest

ft

0 80 160 320

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

V. Photos (taken by City staff)

WARNING
GAS
PIPELINE

DR

STOP
Carlton
Forest

Carlton
Forest
BILTMORE

Carlton
Forest
BILTMORE

Carlton
FOREST

CHURCHILL CROSSING

LOCATION: CHURCHILL BLVD
(W TEN MILE RD, WEST OF NOVI RD)

PROJECT DESCRIPTION: REVITILIZATION OF ENTRYWAY SIGN PLANTINGS

GRANT AMOUNT REQUESTED: $4,437.50

TOTAL PROJECT COST: $8,875.00

Contents:

I. Application
II. Contractor Proposal/Estimate
III. Financials
IV. Map
V. Photos (taken by City staff)

I. Application

Neighborhood Entryway Enhancement Matching Grant Application

I. Applicant Information

a. Homeowner's Association or Property Name: CHURCHILL CROSSING

b. Age of the subdivision or neighborhood where the work will be done: 21 Years

c. First-time Applicant? Yes.

d. Project Leader: Sai Gadam

• Office Held/Position within organization: President Homeowners' Association

• Address :24692 Thatcher Dr Novi Michigan-48375

• Telephone :248-912-5092

• E-Mail: sugadam@gmail.com

Project Information

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

Churchill Crossing HOA Entrance Sign Landscape Renovation

Overview:
This project focuses on improving the landscaping around the Churchill Crossing entrance monument signs (East and West sign areas). The goal is to replace aging and overgrown shrubs with a cleaner, more modern, and low-maintenance design that enhances curb appeal and provides a uniform, welcoming entrance appearance.

Plan / Scope of Work

The work will be performed in two areas:

1) East Entrance Sign Area

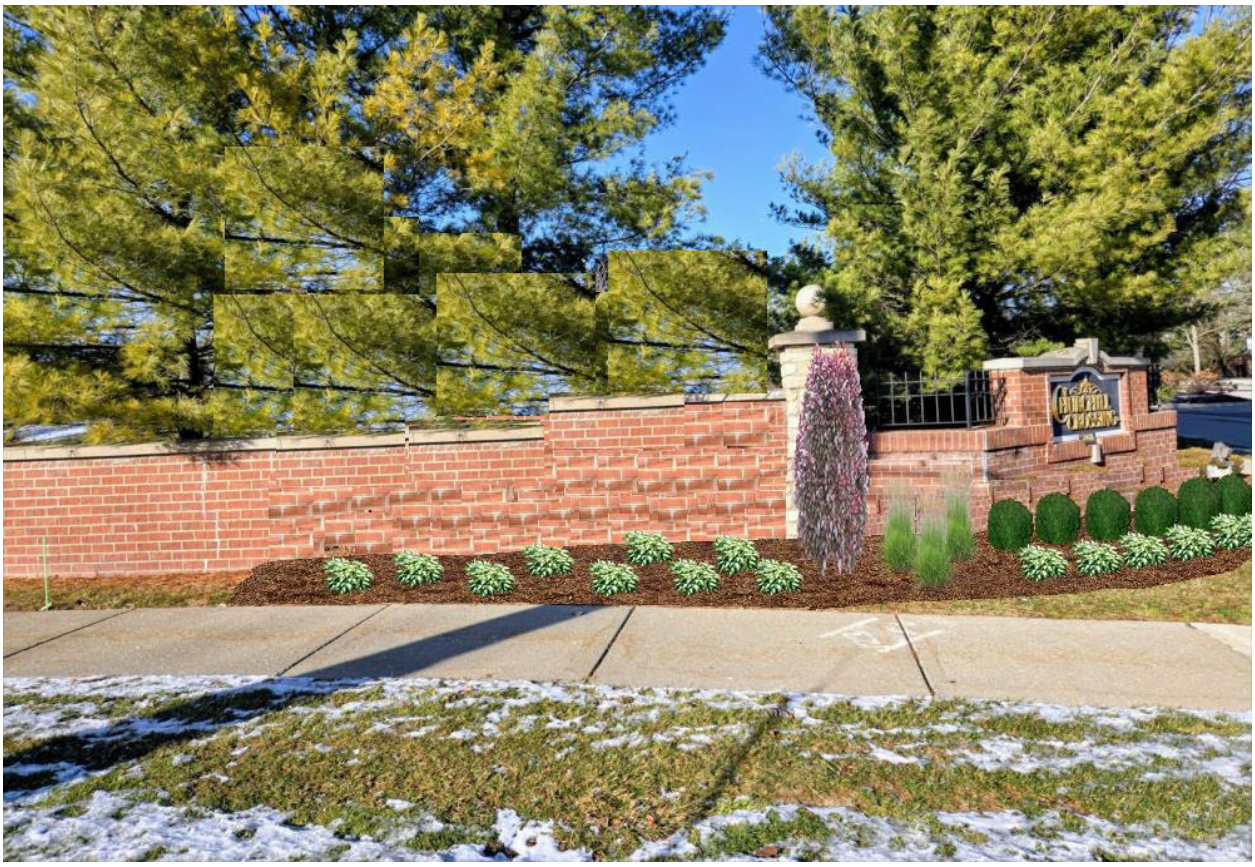
- Remove 26 existing yew bushes that have become overgrown/outdated.
- Install a new hedge line of Green Mountain boxwoods (15–18") under the sign for a clean, structured look.

- Extend the front edge of the planting bed to accommodate the new layout and improve bed shape.
- Add layered plantings for color and texture:
    - Variegated hostas (2-gallon) in front and to the side bed areas.
    - Purple leaf Sand Cherry shrubs (5-gallon) placed on both sides of the sign near the pillars to provide accent color.
    - Feather Reed ornamental grasses (2-gallon) to add vertical height and movement.
-

2) West Entrance Sign Area

- Remove 24 existing yew bushes.
- Remove large shrubs and tree growth from the west side bed to open the area and reduce clutter.
- Install a matching hedge of Green Mountain boxwoods (15–18”) under the sign.
- Extend the front edge of the planting bed for better design balance and symmetry.

- Add similar layered plantings to match the East side:
    - Variegated hostas (2-gallon) in front and west bed areas.
    - Purpleleaf Sand Cherry shrubs (5-gallon) on both sides near the pillars.
    - Feather Reed ornamental grasses (2-gallon) to provide height and contrast.
-



Design Concept / Landscaping Layout

The design follows a layered landscape approach:

Front Layer (low height)

- Variegated hostas
- Provides a neat border, softens the bed edge, and adds light-colored foliage contrast.

Middle Layer (structured foundation)

- Green Mountain boxwood hedge
- Creates a consistent evergreen hedge line beneath the monument sign, providing a formal, clean foundation year-round.

Accent Layer (color focal points)

- Purple leaf Sand Cherry
- Adds deep purple foliage to frame the sign and highlight the monument pillars.

Vertical/Texture Layer

- Feather Reed ornamental grasses
- Adds height and texture to break up the hedge line and create a more premium landscaped appearance.

Expected Outcome / Benefits

- Improved curb appeal at both entrances
- Uniform and symmetrical appearance (East and West sides coordinated)
- Cleaner and more modern design
- Reduced overgrowth and better visibility around signage
- Low-maintenance plant selections suitable for HOA landscaping

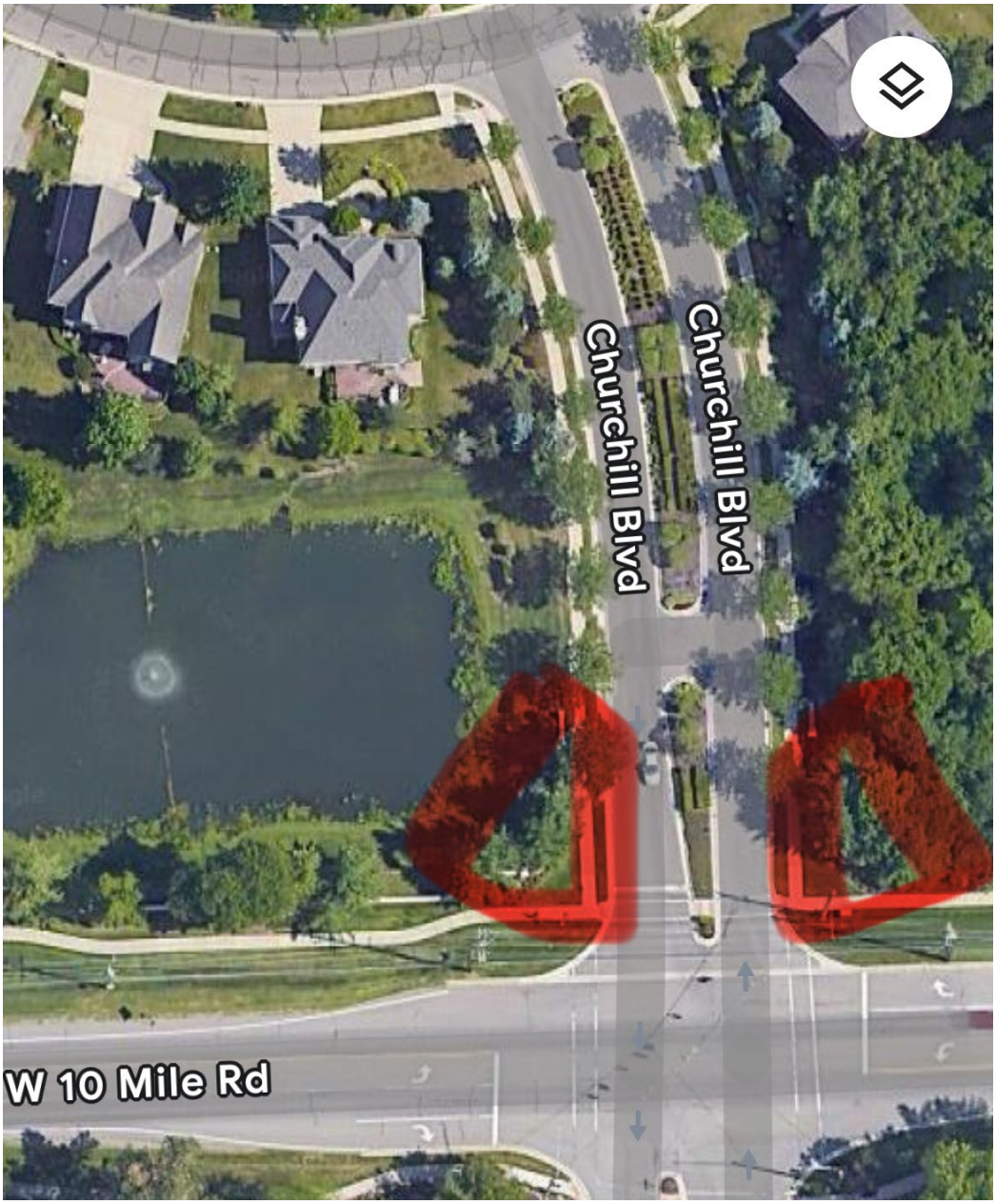
Project Cost

Total proposed cost: $8,875.00

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

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

This project focuses on improving the landscaping around the Churchill Crossing entrance monument signs (East and West sign areas). The goal is to replace aging and overgrown shrubs with a cleaner, more modern, and low-maintenance design that enhances curb appeal and provides a uniform, welcoming entrance appearance.



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

Project is based on criteria specified as the entrance is focused with plants approved by the city.

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

- Enhancing curb appeal and overall neighborhood appearance along city streets
- Creating a better first impression for visitors, homebuyers, and service providers

- Supporting property values and strengthening the local tax base
- Improving entrance visibility and safety by removing overgrown shrubs
- Contributing to a cleaner, more professional city streetscape and reducing blight concerns
- Improving the landscape health and long-term maintainability of the entrance areas

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

Detailed list of proposed plants listed in below attachment

ProposedPlan_Churc
hill%20Crossing%20H

III. Funding Information

a. Estimated Total Project Costs : $8,875.00

b. Who provided this cost estimate?

• Name, title, company :E&B Maintenance Services Inc. Owner-Mark Katulski

• Phone number :734-645-7720

c. Total amount of funds requested (50% project costs up to $5,000 maximum) $4437.50

d. If the project cost is projected to exceed the 1:1 match from the City (e.g., if the project cost projection is $12,000, the City's maximum contribution is $5,000, matched by $5,000 from the organization with an additional $2,000 from the organization), please provide the amount of the additional cost. e. Total amount to be donated through in-kind donations and/or cash assistance. • Please provide a summary of in-kind donations such as professional services or donated materials (excluding volunteer labor). • Please include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project f. Itemized unit and total cost estimates ITEM #UNITS COST/UNIT TOTAL Soil 10 cubic yards $40 $400 Contracted Service 8 hours labor $50 $400 One-gallon shrubs 14 $10 $140 Total $940

IV. Attachments Please include:

1)HOA Annual Budget

2)2025 Landscape spending statement

3)Proposed Entrance Improvement Plan

4)HOA Bank statement-Funds availability

2026_ChurchillCrossing_AnnualBudget.pdf ChruchillCrossings_LandscapeSpending_2 ProposedPlan_Churchill%20Crossing%20H Bank statement funds availability.pdf

• The association/property's current budget, in order to demonstrate its ability to pay for the entire project before reimbursement and to maintain the project in the future (Please remove all account numbers from any bank statements that are submitted as part of the grant application)

• Documentation reflecting the association/property's current and previous spending on landscape and landscape maintenance

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

• Map with project location identified

• 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)

II. Contractor Proposal/Estimate

E & B Maintenance Services, Inc.
24684 Hathaway
Farmington Hills, Michigan 48335

Invoice

DATE	INVOICE NO.
9/1/2025	39606

BILL TO
John P. Carroll Co., Inc. 29250 West Nine Mile Road Farmington Hills, MI 48336

JOB LOCATION
Churchill Crossing

P.O. NO.	TERMS	DUE DATE	PROJECT
	Net 15	**9/16/2025**	

SERVICE DATE	SERVICE DESCRIPTION	QTY	UOM	RATE	AMOUNT
8/6/2025	Bush/Shrub Trimming | Under Contract	1	Each	0.00	0.00
8/11/2025	Lawn Fertilization Treatment #4 | Under Contract	1	App	0.00	0.00
8/29/2025	Completed Landscape Proposal dated 05/20/25 EXCLUDING Item #3	1	Each	9,365.00	9,365.00
9/1/2025	Property Maintenance Service 5 of 7	1	Each	3,452.86	3,452.86

Thank you for your business! We appreciate your prompt payment.

Total **$12,817.86**

Payments received after the due date will be assessed a late fee calculated at 18.0% of the outstanding balance. Minimum late fee is $1.00.
All Credit Card Payments will have a 3% processing fee added to the transaction.

(877) Go E and B (877-463-2632)
www.eandbmaintenance.com

E & B Maintenance Services, Inc.
24684 Hathaway
Farmington Hills, Michigan 48335

Invoice

DATE	INVOICE NO.
10/1/2025	39705

BILL TO	JOB LOCATION
John P. Carroll Co., Inc. 29250 West Nine Mile Road Farmington Hills, MI 48336	Churchill Crossing

P.O. NO.	TERMS	DUE DATE	PROJECT
	Net 15	10/16/2025	Churchill Crossing

SERVICE DATE	SERVICE DESCRIPTION	QTY	UOM	RATE	AMOUNT
9/22/2025	Lawn Fertilization Treatment #5 | Under Contract	1	App	0.00	0.00
10/1/2025	Property Maintenance Service 6 of 7	1	Each	3,452.86	3,452.86

Thank you for your business! We appreciate your prompt payment.

Total $3,452.86

Payments received after the due date will be assessed a late fee calculated at 18.0% of the outstanding balance. Minimum late fee is $1.00.
All Credit Card Payments will have a 3% processing fee added to the transaction.

(877) Go E and B (877-463-2632)
www.eandbmaintenance.com

E & B Maintenance Services, Inc.
24684 Hathaway
Farmington Hills, Michigan 48335

Invoice

DATE	INVOICE NO.
11/1/2025	39796

BILL TO	JOB LOCATION
John P. Carroll Co., Inc. 29250 West Nine Mile Road Farmington Hills, MI 48336	Churchill Crossing

P.O. NO.	TERMS	DUE DATE	PROJECT
	Net 15	**11/16/2025**	Churchill Crossing

SERVICE DATE	SERVICE DESCRIPTION	QTY	UOM	RATE	AMOUNT
10/1/2025	Completed Landscape Proposal dated 09/22/25	1	Each	546.00	546.00
10/2/2025	Garbage Can Service	1	Each	75.00	75.00
10/8/2025	Bush/Shrub Trimming #2 | Under Contract	1	Each	0.00	0.00
10/24/2025	Perennial Cut Down | Under Contract	1	Each	0.00	0.00
10/27/2025	Garbage Can Service	1	Each	75.00	75.00
11/1/2025	Property Maintenance Service 7 of 7	1	Each	3,452.86	3,452.86

This is your final payment for the contract - Thank you for your business

Total **$4,148.86**

Payments received after the due date will be assessed a late fee calculated at 18.0% of the outstanding balance. Minimum late fee is $1.00.
All Credit Card Payments will have a 3% processing fee added to the transaction.

(877) Go E and B (877-463-2632)
www.eandbmaintenance.com

III. Financials

Churchill Crossing Homeowners Association

2026 Annual Budget

Income

Income	
5119-0000 - 5119 HOMEOWNER FEES	151,235.00
Total Income	**151,235.00**

Expense

Miscellaneous Administrative	
6312-0000 - 6312 COPIES & POSTAGE	1,000.00
6320-0000 - 6320 MANAGEMENT FEES	7,500.00
6340-0000 - 6340 LEGAL	1,000.00
6350-0000 - 6350 AUDIT/REVIEW FEES	2,500.00
6355-0000 - 6355 MISCELLANEOUS ADMINISTRATIVE	-
6390-0000 - 6390 SOCIAL EVENTS	2,000.00
6720-0000 - 6720 INSURANCE-PROPERTY/LIABILITY	4,000.00
6723-0000 - 6723 INSURANCE-WORKERS COMP	600.00
Total Miscellaneous Administrative	**18,600.00**

Buildings	
6640-0000 - 6640 ELECTRICAL REPAIRS	3,000.00
6641-0000 - 6641 ENTRANCE SIGNS	-
6642-0000 - 6642 SNOW REMOVAL	12,500.00
6643-0000 - 6643 STREET LIGHT/SIGNS/BRICK	2,500.00
Total Buildings	**18,000.00**

Other Grounds	
6518-0000 - 6518 HOLIDAY LIGHTING	5,000.00
6520-0000 - 6520 LANDSCAPING-ENTRANCE, GAZEBO	5,000.00
6522-0000 - 6522 LAWN MOWING	18,000.00
6523-0000 - 6523 MULCH	10,000.00
6524-0000 - 6524 OTHER GROUNDS	3,000.00
6525-0000 - 6525 POND MAINTENANCE	10,000.00
6526-0000 - 6526 SPRINKLER MAINTENANCE	3,000.00
6528-0000 - 6528 TREE TRIMMING/REMOVALS	2,000.00
6534-0000 - 6534 TREE/SHRUB SPRAYING	2,000.00
6535-0000 - 6535 LANDSCAPE FACELIFT	10,000.00
6536-0000 - 6536 PLAYGROUND MAINTENANCE	10,000.00
6537-0000 - 6537 CONCRETE REPAIRS	10,000.00
Total Other Grounds	**88,000.00**

Utilities	
6210-0000 - 6210 ELECTRICITY	3,000.00
6215-0000 - 6215 WATER & SEWER	15,000.00
Total Utilities	**18,000.00**

Transfer to Reserve	
6740-0000 - 6740 TRANSFER TO RESERVES	8,635.00
Total Transfer to Reserve	**8,635.00**
Total Expense	**151,235.00**

Western Alliance Bank®

Alliance Association Banking

PO Box 26237 • Las Vegas, NV 89126-0237
Return Service Requested

Last statement: November 30, 2025
This statement: December 31, 2025
Total days in statement period: 31

CHURCHILL CROSSING HOMEOWNERS
C/O JOHN P CARROLL CO INC
OPERATING
29250 W 9 MILE RD
FARMINGTON HILLS MI 48336-3706

XXXXXX2136
(7)

Direct inquiries to:
888-734-4567

Alliance Association Banking
3075 W. Ray Road, FL 4
Chandler AZ 85226

THANK YOU FOR BANKING WITH US!

AAB Community Checking

Account number	XXXXXX2136	Beginning balance	$2,544.18
Enclosures	7	Total additions	62,526.30
Low balance	$3,289.18	Total subtractions	12,977.09
Average balance	$23,136.58	Ending balance	$52,093.39
Avg collected balance	$21,823		

CHECKS

Number	Date	Amount	Number	Date	Amount
100026	12-02	625.00	100030	12-24	802.36
100027	12-10	82.13	100033 *	12-31	40.26
100028	12-17	6,466.84			
100029	12-30	75.00			

*** Skip in check sequence**

DEBITS

Date	Description	Subtractions
12-23	Miscellaneous Debit EXTERNAL WEB API -	4,885.50

CREDITS

Date	Description	Additions
12-01	' Lockbox Deposit	745.00
12-02	' Lockbox Deposit	745.00
12-03	' Lockbox Deposit	745.00
12-04	' Lockbox Deposit	745.00

Date	Description	Additions
12-05	' Lockbox Deposit	1,465.00
12-08	' Lockbox Deposit	2,235.00
12-09	' Lockbox Deposit	2,980.00
12-10	' Lockbox Deposit	2,980.00
12-11	' Lockbox Deposit	5,210.00
12-12	' Lockbox Deposit	2,980.00
12-15	' Lockbox Deposit	4,720.00
12-16	' Lockbox Deposit	745.00
12-17	' Lockbox Deposit	2,235.00
12-18	' Lockbox Deposit	4,470.00
12-19	' Lockbox Deposit	1,490.00
12-22	' Lockbox Deposit	4,470.00
12-23	' Lockbox Deposit	745.00
12-24	' Lockbox Deposit	745.00
12-26	' Lockbox Deposit	1,490.00
12-29	' Lockbox Deposit	13,880.84
12-31	' Lockbox Deposit	6,705.00
12-31	' Interest Credit	0.46

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
11-30	2,544.18	12-10	14,477.05	12-22	34,330.21
12-01	3,289.18	12-11	19,687.05	12-23	30,189.71
12-02	3,409.18	12-12	22,667.05	12-24	30,132.35
12-03	4,154.18	12-15	27,387.05	12-26	31,622.35
12-04	4,899.18	12-16	28,132.05	12-29	45,503.19
12-05	6,364.18	12-17	23,900.21	12-30	45,428.19
12-08	8,599.18	12-18	28,370.21	12-31	52,093.39
12-09	11,579.18	12-19	29,860.21		

INTEREST INFORMATION

Annual percentage yield earned	0.02%
Interest-bearing days	31
Average balance for APY	$21,823.81
Interest earned	$0.46

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	$0.00	$0.00
Total Returned Item Fees	$0.00	$0.00

IV. Map

Date Printed: 3/13/2026

Map Author:

Scale: 1 inch = 240 feet

Churchill Crossing

ft

0 55 110 220

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

V. Photos (taken by City staff)

CHURCHILL
CROSSING
SINGH

CHURCHILL
CROSSING
SINGH

CHURCHILL
CROSSING

CHURCHILL
CROSSING

CHURCHILL BLVD
CHURCHILL CROSSING
SINGH
TREE TRIMMING & REMOVAL
248-308-7308

CHURCHILL
CROSSING
SINGH

PUSH
BUTTON
FOR
WALK
SIGNAL
CHURCHILL
CROSSING
SINGH

LIBERTY PARK

LOCATION: DECLARATION DR
(TWELVE MILE RD, WEST OF NOVI RD)
PROJECT DESCRIPTION: REVITILIZATION OF ENTRYWAY SIGN PLANTINGS
GRANT AMOUNT REQUESTED: $5,000.00 (ONLY ELIGIBLE FOR **$3,375**)
TOTAL PROJECT COST: $6,750.00

Contents:

I. Application
II. Contractor Proposal/Estimate
III. Financials
IV. Map
V. Photos (taken by City staff)

I. Application

Neighborhood Entryway Enhancement Matching Grant Application

I. Applicant

a) Liberty Park Condominium Association

b) +/- 20 years old

c) No, applied 2020

d) Samir Kumar, Association President
c/o Matt Lenart
Herriman & Assoc., Property Mgrs.
41486 Wilcox Rd.
Plymouth, MI 48170
734-459-5440
Mlenart@herriman.net

II. Project Information

a) The project involves a relocation of the signage to the brick wall behind the existing fountain at the 12 Mile entrance to the property and removal of the existing sign. This is deemed an improvement of visibility to exiting vehicles from Declaration Dr.

b) See attached photos of existing area and map of location. There are no landscape modifications or other infrastructure changes required.

c) See attached map of site location.

d) The project meets the grading criteria in that the property age exceeds ten years. The primary focus is safety enhancement for exiting the site, especially when 12 Mile is widened. The maintenance free application provides for years of no degradation in appearance. The proposed costs are provided by a professional sign company.

e) There is no impact on surrounding properties, only enhancement of existing fixtures. No permits are required except maybe a new sign permit from Novi.

f) N/A

III. Funding

a) Estimated costs are $6,750.

b) Proposal attached from Vital Signs.
248-496-4990

c) Total requested is $5000.

d) The Association is prepared to cover the matching portion and any extra costs.

e) N/A

f) N/A

IV. Attachments

a) 2026 Budget

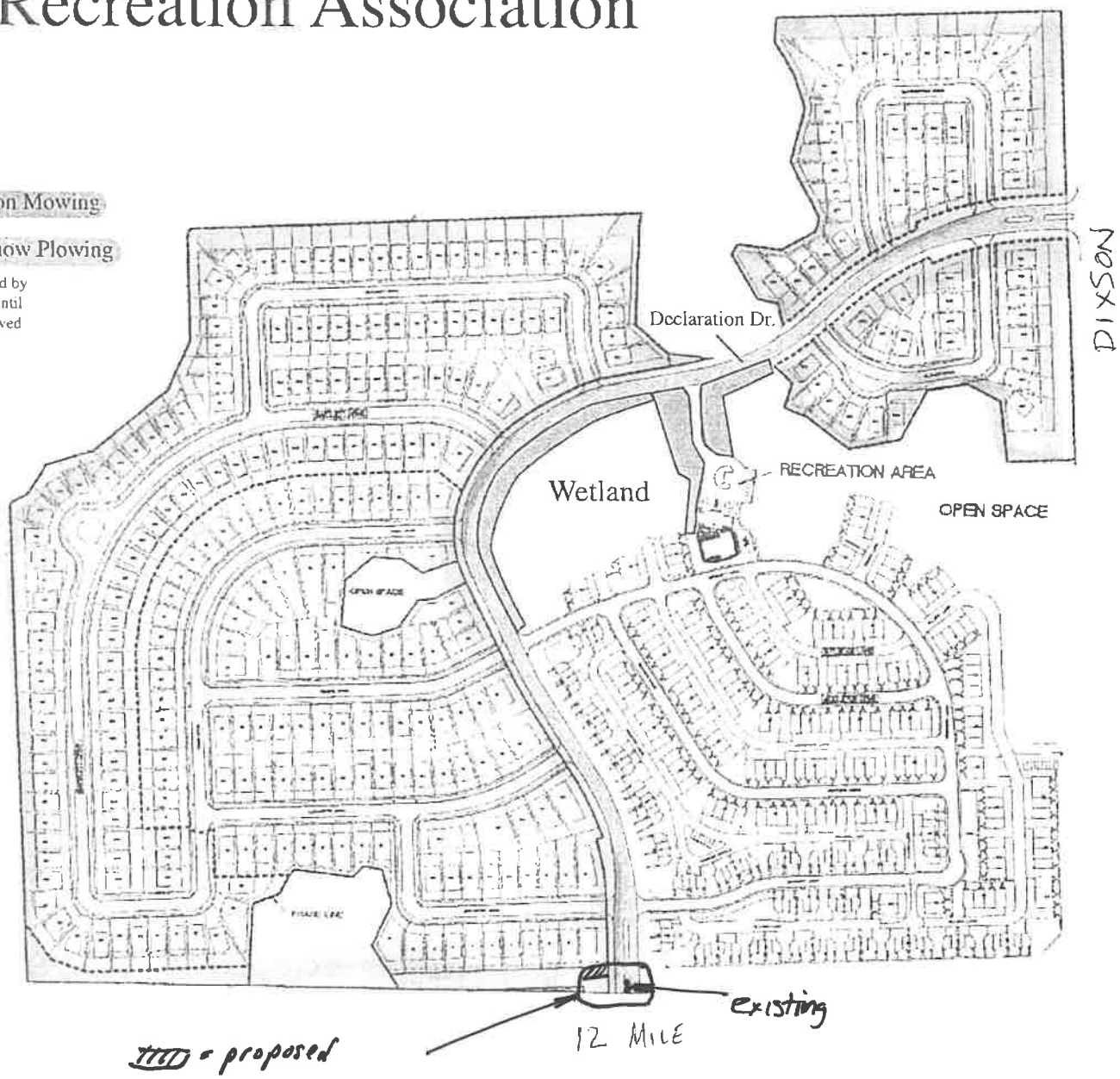
b) Spending history-N/A

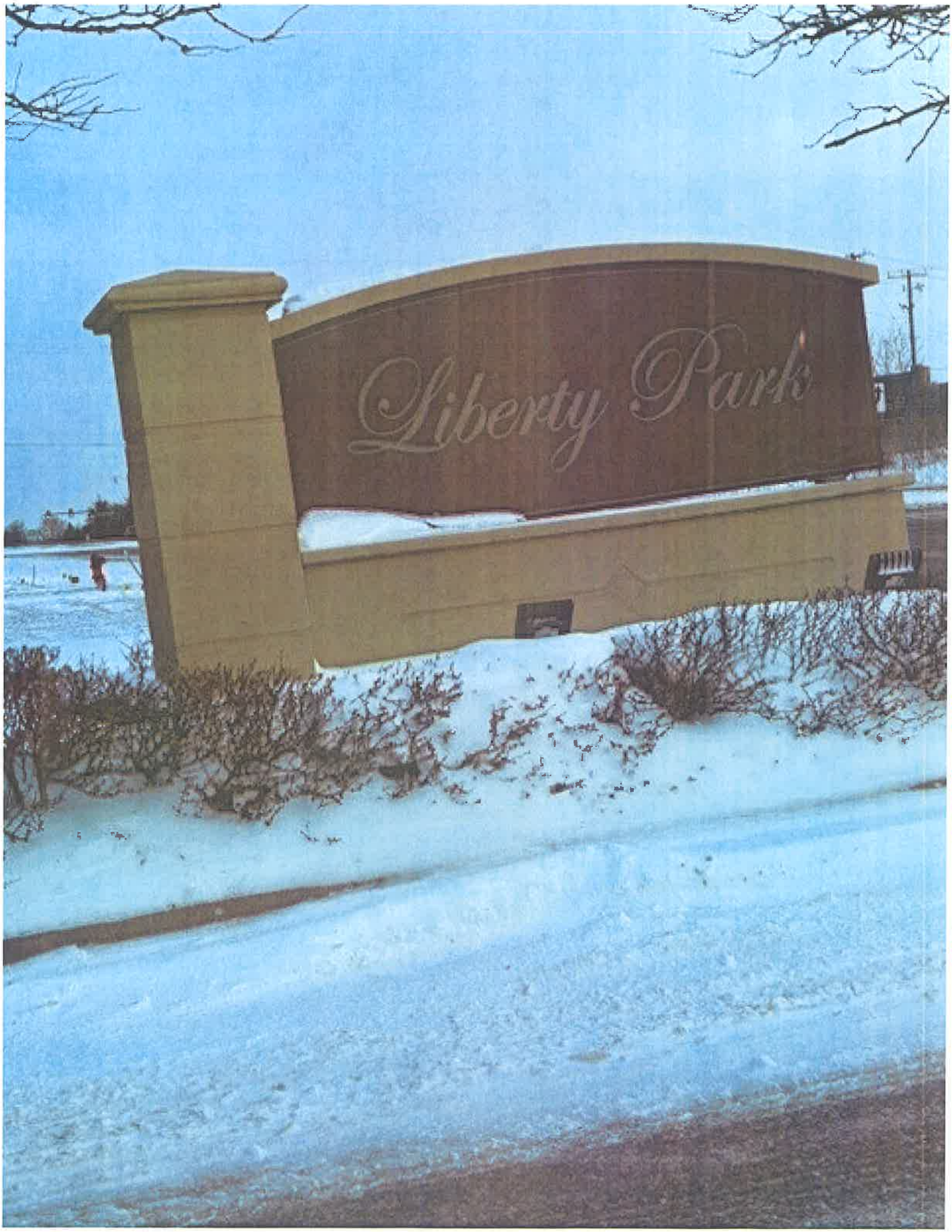
Liberty Park
Recreation Association

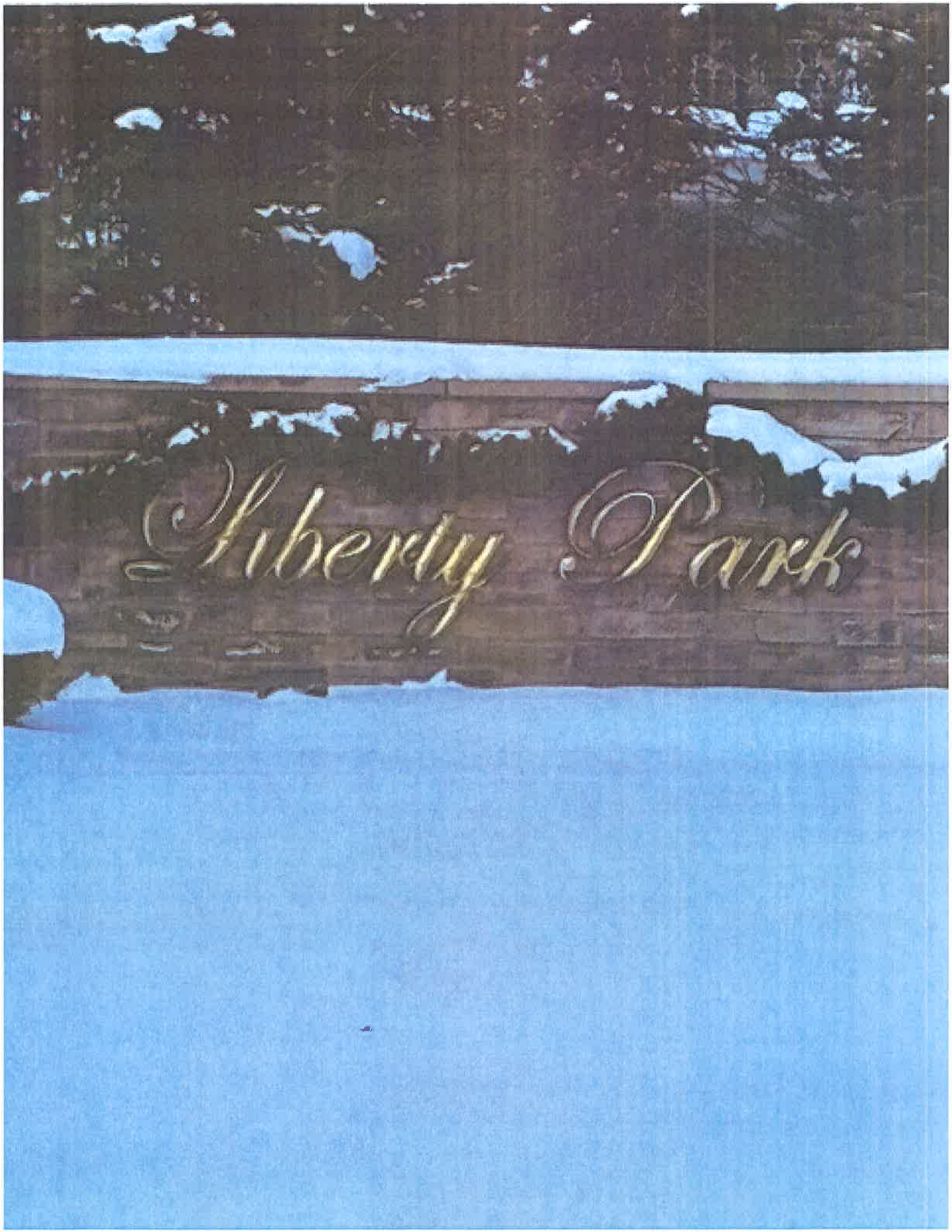
Master Association Mowing

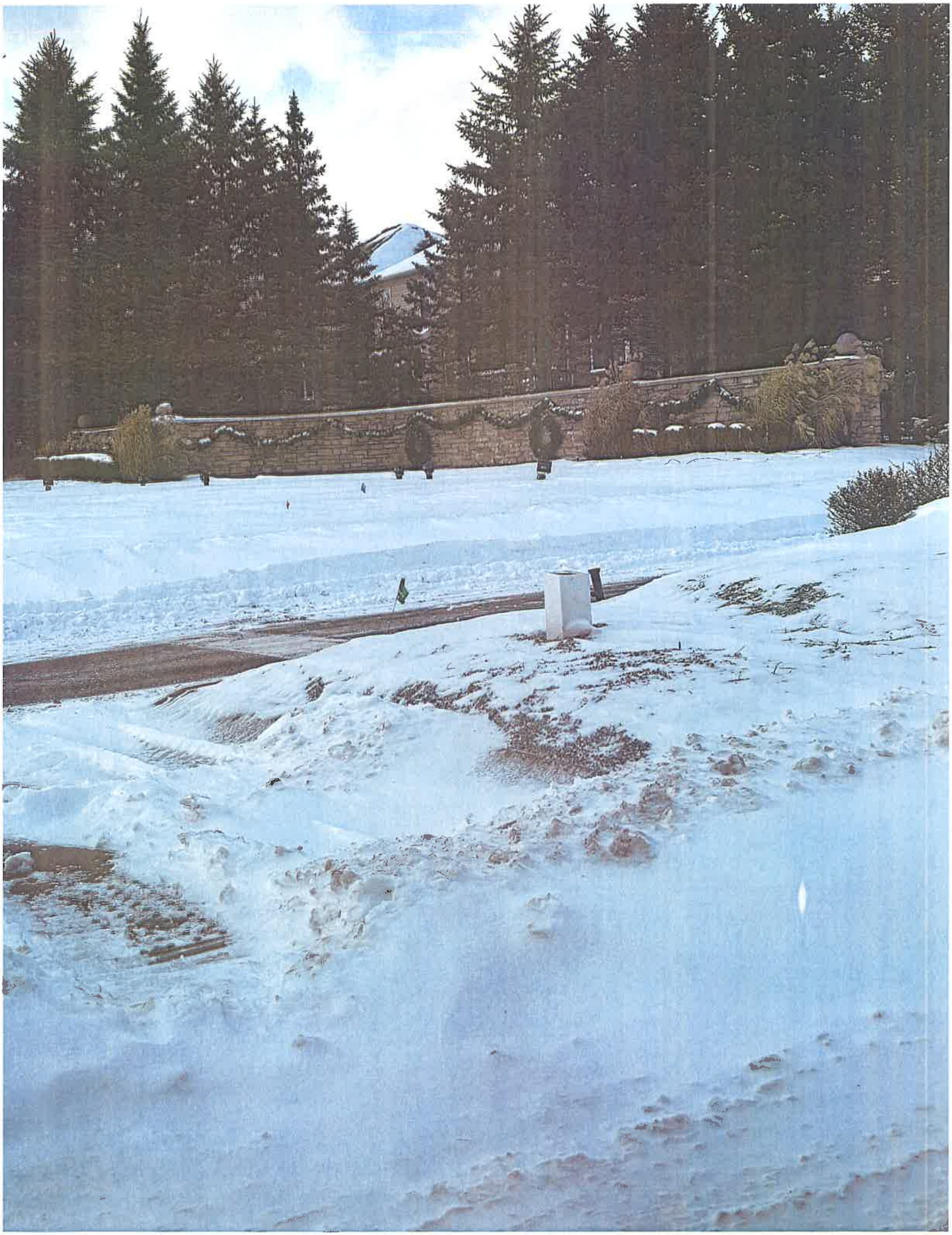
Master Assoc. Snow Plowing

Delcaration Drive plowed by Recreation Association until dedicated. Pool area plowed only upon request




Liberty Park


Liberty Park



II. Contractor Proposal/Estimate

VITAL SIGNS
CUSTOM SIGN MANUFACTURER
37037 SCHOOLCRAFT ROAD
LIVONIA, MI 48150
PH 734-542-4800
WWW.VITALSIGNSMI.COM

ESTIMATE

Date	Estimate #
1/30/2026	4283

Name & Address
Herriman & Associates Matt Lenart

Ship To
Liberty Park

Terms	Customer Contact	Customer Phone
	734-459-5440	

Qty	Description	Cost	Total
	Gold Leaf "Liberty Park" Stud-mounted letters -Installed on west masonry half-wall adjacent to 12 Mile Rd. entrance. -Stud-mounted letters in masonry brick -Gold leaf applied to face of sign		
1	Materials to manufacture Gold leaf sign	2,500.00	2,500.00T
1	Labor to manufacture Gold leaf sign	2,500.00	2,500.00
1	Installation of Gold leaf sign	800.00	800.00
1	Removal of existing monument sign	800.00	800.00
	PLEASE NOTE: -~~~PRELIMINARY QUOTE~~~SUBJECT TO CHANGE BASED ON MATERIAL COST AND PROJECT CONSTRUCTION -Permits will be added at cost to the final balance when acquired from city or municipality		

Disclaimer:
- Vital Signs will make the electrical connection to the sign if service is available and within 3 feet of sign location at time of installation.
- Vital Signs will obtain all permits needed to install signage. Work will commence once all necessary permits have been received by our office.
- Vital Signs will not be held responsible for unknown obstacles which are beyond our control.
- This estimate is based on clear access to site of sign.
- Client agrees to non-disclosure of Vital Sign's drawings or proposals to obtain a sign made by another sign company.

My signature below authorizes work to begin. I agree to pay the full amount according to the terms of this agreement. Work will commence once the signed estimate and 50% deposit is received by our office. Balance is due immediately upon completion of work. Vital Signs accepts the following methods of payment: Cash, Check or Credit Card

Signature:_____

Subtotal:	$6,600.00
Sales Tax: (6.0%)	$150.00
Estimate Total:	$6,750.00

III. Financials

Liberty Park Condominium Association
2026 Budget

Acct #		2025 Forecast	2025 Budget	2025 Variance	2026 Budget
	Annual Assessment-Per Home	$ 621	$ 621		$ 621
	OPERATING INCOME				
5110	Regular Assessments	189,405	189,405	-	189,405
5200	Late Charges-net	600	225	375	225
	Interest Income (also see Reserves interest)	40	600	(560)	600
	TOTAL OPERATING INCOME	**190,045**	**190,230**	**(185)**	**190,230**
	OPERATING EXPENSES				
	Administrative & Insurance				
6045	Audit/Review Fees	1,350	1,350	-	1,350
6090	Copies & Postage	25	1,000	975	1,000
6145	Insurance-Property & Liability	5,360	3,500	(1,860)	7,652
6170	Legal Fees	-	600	600	600
6195	Management Fees	18,300	20,088	1,788	18,850
6200	LP Recreational Facilities Dues	84,100	$ 74,725	(9,375)	80,825
6220	Miscellaneous Administrative	1,200	2,000	800	1,000
6295	Permits & Fees	20	20	-	20
	Total Administrative & Insurance	**110,355**	**103,283**	(7,072)	**111,297**
	Grounds & Other				
6670	Drains	-	-	-	-
6870	Mailbox and Miscellaneous Repairs	3,000	3,000	-	3,000
7300	Emergency Repairs	-	3,000	3,000	3,000
7375	Landscape Maintenance	28,234	29,787	1,553	29,787
7395	Miscellaneous Projects	5,000	10,000	5,000	4,000
7415	Mulch Tree Rings Along Steet	-	5,000	5,000	6,500
7420	Mulch Common Area Beds /Trees	8,641	10,000	1,359	9,000
7555	Snow Removal/Ice Melt	3,000	3,000	-	-
7565	Sprinkler System Maintenance	5,845	3,000	(2,845)	3,000
7625	Tree Trimming & Removal	1,995	1,500	(495)	1,000
8260	Electricity	9,460	5,400	(4,060)	9,500
8460	Water & Sewer	3,000	3,000	-	3,000
	Total Grounds & Other	**68,175**	**76,687**	8,512	**71,787**
	TOTAL OPERATING EXPENSES	**178,530**	**179,970**	1,440	**183,084**
	Net Results from Operations	11,515	10,260	1,255	7,146
8510	Transfers to Reserves	10,000	-	-	7,146
	Net Results after Transfers to Reserves	1,515	10,260	(8,745)	-
	Operating Fund Balance, Beginning of Yr	(35,651)	(35,651)		61,850
	Operating Fund Balance, End of Year	61,850	(25,391)		61,850
	RESERVE FUND INCOME				
8600	Transfers from Operations	10,000	-	10,000	7,146
8610	Investment Income	4,953	2,075	2,878	5,000
	TOTAL RESERVES INCOME	**14,953**	**2,075**	**12,878**	**12,146**
	RESERVES EXPENDITURES				
	12 Mile Signage-tentative				7,000
	Portal Expenses				3,000
8887	Reserve Study Update	-	-	-	-
	TOTAL RESERVES EXPENDITURES	-	-	-	**10,000**
	Net Reserves Fund Transactions	14,953	2,075	12,878	2,146
	RESERVES FUND EQUITY				
	Reserves Fund Balance, Beginning of Yr	**170,065**	**170,065**	-	**180,065**
	Add: Total Reserve Income	10,000	-	10,000	12,146
	Funds Available	180,065	170,065	10,000	192,211
	Less: Total Reserves Expenditures	-	-	-	10,000

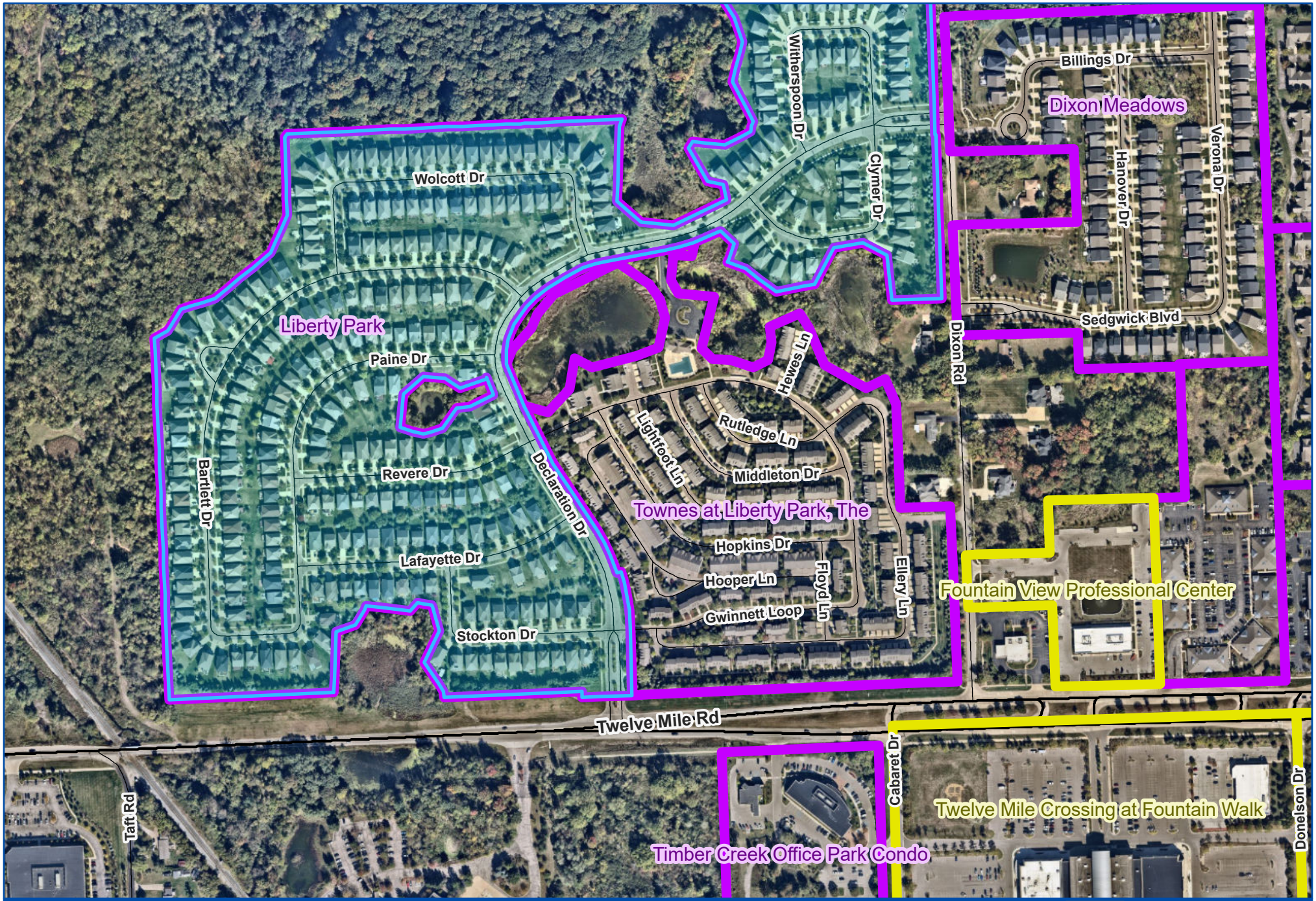
Approved by Board of Directors

Liberty Park Condominium Association
2026 Budget

		2025	2025	2025	2026
Acct #		Forecast	Budget	Variance	Budget
	Reserves Fund Balance, End of Year	180,065	170,065	10,000	182,211

Approved by Board of Directors

IV. Map



Date Printed: 3/13/2026

Map Author:

Scale: 1 inch = 531 feet

Liberty Park

ft

0 120 240 480

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

V. Photos (taken by City staff)

Liberty Park

WILLOWBROOK FARMS

LOCATION: CLERMONT AVE, SCARBOROUGH LN, BETHANY WAY, & AMANDA LN
(NEAR CORNER OF TEN MILE RD & MEADOWBROOK RD)

PROJECT DESCRIPTION: REVITILIZATION OF ENTRYWAY SIGN PLANTINGS

GRANT AMOUNT REQUESTED: $5,000.00

TOTAL PROJECT COST: $40,000.00

Contents:

I. Application
II. Contractor Proposal/Estimate
III. Financials
IV. Map
V. Photos (taken by City staff)

I. Application

II. Contractor Proposal/Estimate

III. Financials

IV. Map

V. Photos (taken by City staff)

Willowbrook Farm Homeowners Association

A home of Novi community

Neighborhood Entryway Enhancement Matching Grant Application Novi,

January 22, 2026

Applicant:

a. Willowbrook Farm Homeowners Association

b. 1998 (27 years).

c. First-time Applicant.

d. Project Leader:

- Shyam Valloornatt
  41139 Scarborough Lane
  Novi, MI 48375-2890
- Phone: (248) 946-2139
- Email: bm2@wfha1.com

II. Project Information

a. Project purpose, plan and design:
The project objective is to enhance the appearance and appeal of the subdivision on all four entrances. This will provide a cleaner and more beautiful appearance than that is currently visually given.

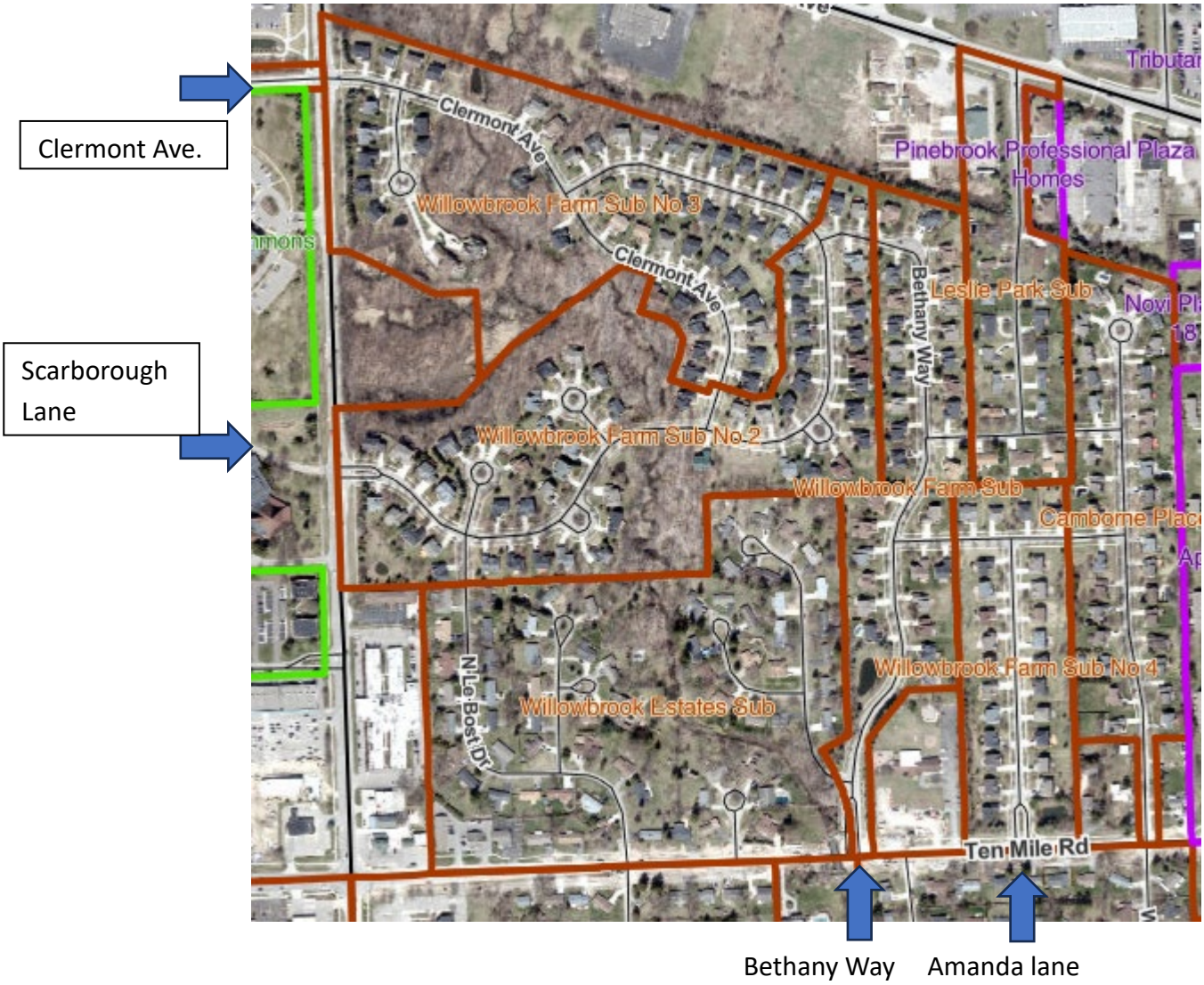
The upgraded entrances will better reflect the appearance to the subdivision better reflecting Novi's class.

b. Appended to this document, as a pdf file, is a copy of the quotation provided by Bailey's Lawn Care Inc. that describes the landscaping work, cost, and layout of the entrances and plants to be used.

c. Proposed project area's location: Location of the enhanced entrances are located as follows:

1) Amanda Lane off 10 Mile Road
2) Bethany Lane off 10 Mile Road
3) Scarborough Lane off Meadowbrook Road
4) Clermont Ave. off Meadowbrook Road

Attached map with the locations:



d. Qualification Criteria

The proposed improvements will provide updated landscape beds to greatly improve the appearance and quality of the 4 entrances to the subdivision. These are not routine maintenance of existing plants but a renewal of the complete landscaping areas.

2. Because the physical locations and sizes of the entrance areas addressed by this project are not affected, the project complies with City of Novi ordinances and regulations, Novi Residential

Entryway Signage requirements, and state and local laws.

3. If there no impact on property owners or other non-city agencies.

4. Projects is environmentally sensitive and will be of a sustainable nature.

5. The neighborhood or Homeowner's Association has not been awarded a grant in the

previous two years

e. The project will not affect the surrounding environment. Further, there is no impact on property owners or other non-City agencies.

f. List of all proposed plants

- Thuja Hedge
- Yew hedge
- Tall Grass
- Coral Bells
- Annabelle Hydrangea
- Spirea
- Weigela
- Phlox (creeping)
- Salvia

Please note that the exact location of each plant is provided on the attached copy of the quotation, appended

6

EXAMPLE:

III. Funding Information

a. Estimated Total Project Cost: $40000.

b. Who provided this cost estimate?

• Bailey's Lawn Care Inc.
• Phone: 248.755.1977

c. Total amount of funds requested $5,000 maximum

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

e. Total amount to be donated through in-kind donations and/or cash assistance: $0

• Summary of in-kind donations: None

f. Itemized unit and total cost estimates

ITEM #UNITS COST/UNIT TOTAL

Soil 10 cubic yards $40 $400

Contracted Service 8 hours labor $50 $400

One-gallon shrubs 14 $10 $140

Total $940

IV. Attachments

Please include:

• The association/property's current budget, in order to demonstrate its ability to pay for the entire project before reimbursement and to maintain the project in the future (Please remove all account numbers from any bank statements that are submitted as part of the grant application)

• Documentation reflecting the association/property's current and previous spending on landscape and landscape maintenance

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

BaileysLawncareQuote_WFHA.pdf

AMANDA LANE ENTRANCE

REMOVAL:

REMOVE ALL PLANT MATERIAL DIRECTLY IN FRONT OF SIGN

INSTALL (CENTER ISLAND):

2 GRASSES TO EACH SIDE OF THE SIGN (4 TOTAL)

CREATE A BED OF COLORFUL CORAL BELLS DIRECTLY UNDER SIGN

INSTALL: 3 YDS. OF BROWNWOOD MULCH WITHIN BORDER EDGE

INSTALL (EAST & WEST SIDE OF ENTRANCE):

INSTALL 6 ANNABELLE HYDRANGEAS BEHIND EACH HEDGE (12 TOTAL)

PLANT CREEPING PHLOX FOR COLOR WITHIN BOTH LANDSCAPE BEDS

FRESHEN UP "STONE BARK" ROCK (2 YDS.)

MISC. MATERIALS & WORK

2 YARDS OF TOPSOIL/COMPOST

IRRIGATION WORK

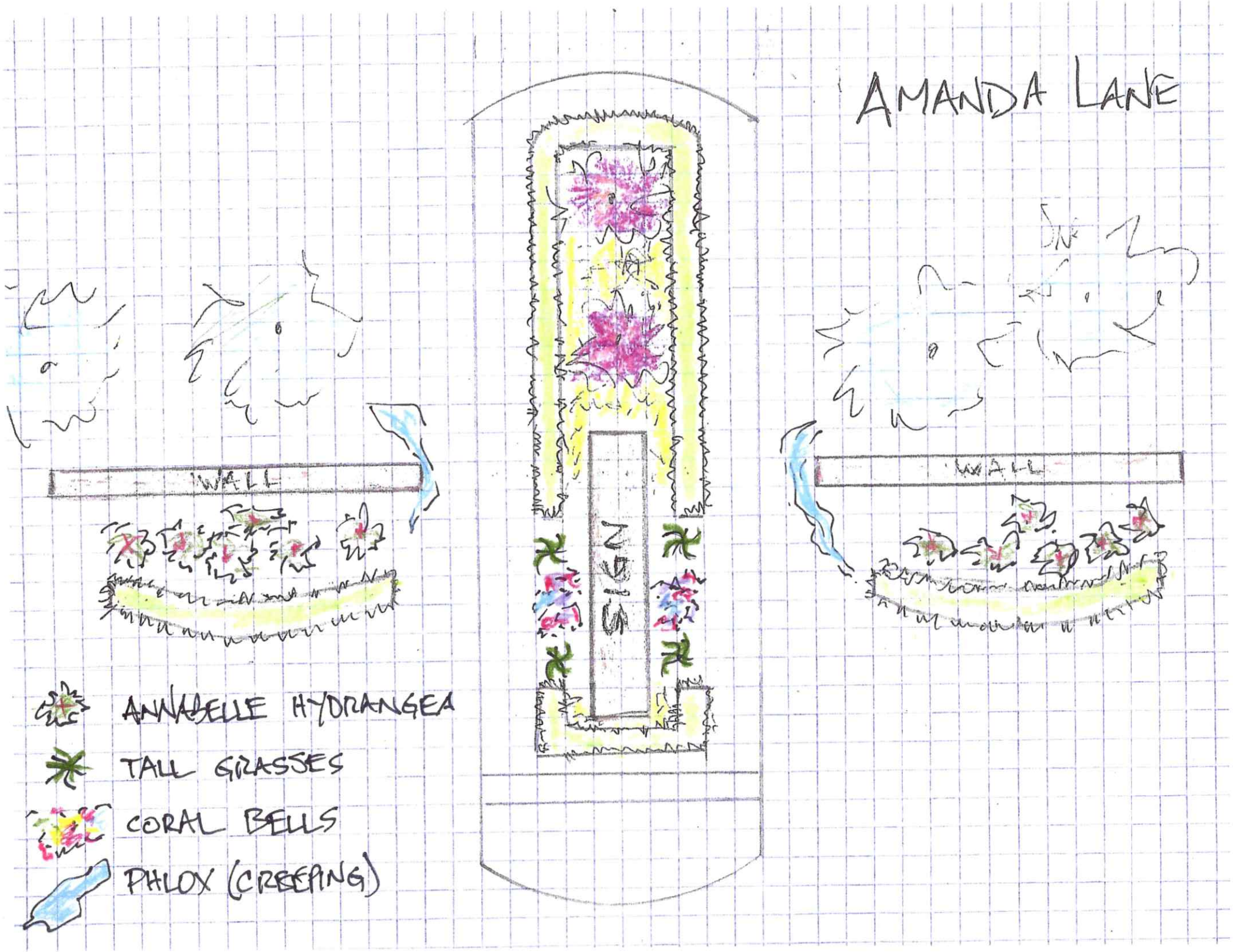
LANDSCAPE FABRIC

FERTILIZER

PRICE: $4,075

SCOPE AND PRICE OF WORK SUBJECT TO CHANGE DEPENDING ON SIGNAGE WORK AND ADJUSTMENTS TO PLAN.

AMANDA LANE


WALL
WALL
WALL
ANNABELLE HYDRANGEA
TALL GRASSES
CORAL BELLS
PHLOX (CREEPING)

BETHANY WAY ENTRANCE

REMOVAL:

REMOVE ALL BURNING BUSHES IN THE CENTER ISLAND

REMOVE "TREE" IN FRONT OF BRICK WALL

REMOVE YEWS & BOXWOOD HEDGE IN FRONT OF SIGN

INSTALL (WALL SIDE):

CREATE "BOX SHAPED" YEW (40) HEDGE THAT WRAPS AROUND WALL/SIGN

PLANT 12 ANNABELLE HYDRANGEAS WITHIN HEDGE IN FRONT OF SIGN

PLANT 18 GRASSES ALONG 22' SIDE OF WALL

INSTALL 2 YDS. OF BROWNWOOD MULCH WITHIN LANDSCAPE BED

CREATE A BED OF COLORFUL CORAL BELLS BY HEDGE

INSTALL (CENTER ISLAND):

PLANT 20 ANNABELLE HYDRANGEAS WITHIN HEDGES AND IN CENTER

PLANT 8 SPIREA & 6 SALVIA IN CENTER OF ISLAND

CREATE A 2' BORDER AROUND ISLAND WITH 2 TONS OF EGG ROCK

INSTALL 5YDS. OF BROWNWOOD MULCH IN CENTER AREA OF ISLAND

MISC. MATERIAL & WORK:

10 YARDS OF TOPSOIL/COMPOST

FERTILIZER

WEED FABRIC

IRRIGATION REWORKING TO ENSURE PROPER COVERAGE

PRICE: $9,800

SCOPE AND PRICE OF WORK SUBJECT TO CHANGE DEPENDING ON SIGNAGE WORK AND ADJUSTMENTS TO PLAN.

ANNABELLE HYDRANGEA

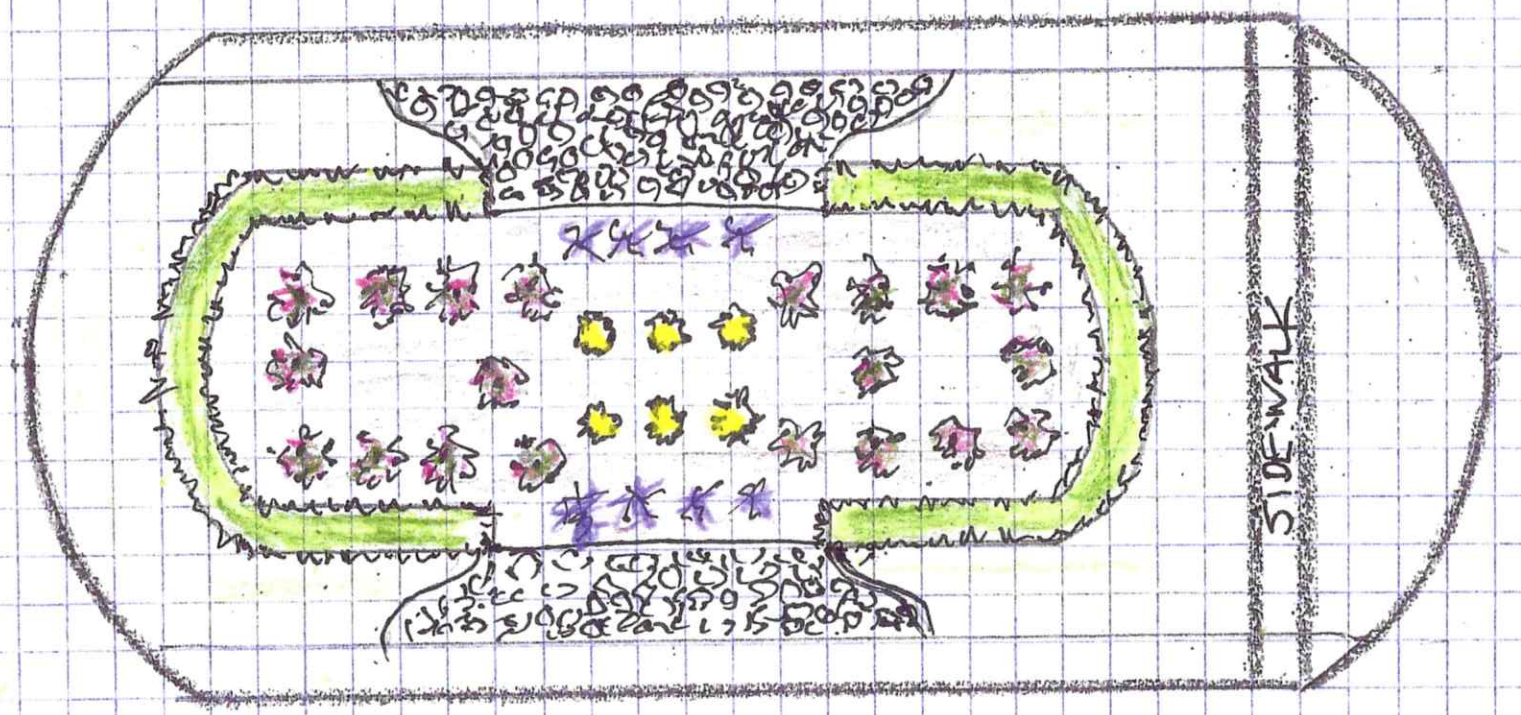
SPIREA

SALVIA

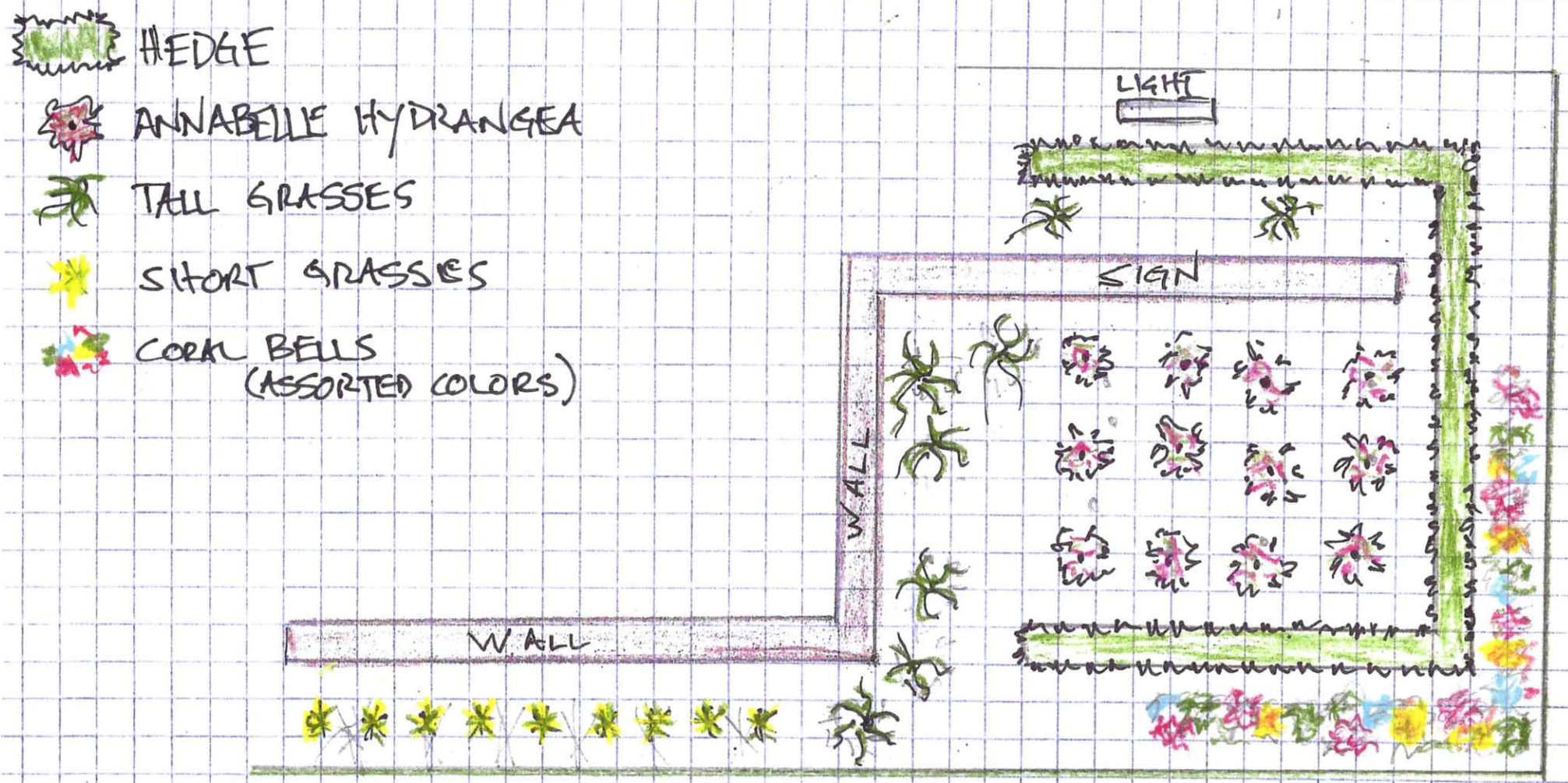
EXISTING HEDGES

EGG ROCK

MULCH



BETHANY WAY ISLAND


HEDGE
ANNABELLE HYDRANGEA
TALL GRASSES
SHORT GRASSES
CORAL BELLS
(ASSORTED COLORS)
LIGHT
SIGN
WALL
WALL

BETHANY WAY

CLERMONT ENTRANCE

REMOVAL:

ROSES AND HOSTAS IN FRONT OF SIGN AND LIGHT

REMOVE EXISTING YEW HEDGES

REMOVE 4 TREES AT THE CORNERS OF EACH WALL

INSTALL (NORTH & SOUTH WALLS):

CREATE A THUJA TECHNY ABORVITEA HEDGE (50 TOTAL) ALONG BOTH WALLS

CREATE A YEW HEDGE (50 TOTAL) ALONG BOTH WALLS

PLANT ANNEBELLE HYDRANGES BETWEEN TECHNY & YEW HEDGES (14 TOTAL)

PLANT 3 GRASSES AT THE CORNERS OF EACH WALL (12 TOTAL)

COLORFUL BED OF CORAL BELLS IN FRONT OF DIANTHUS

REFRESH ENTIRE LANDSCAPE BEDS WITH "STONE BARK" ROCK (1 YD,)

MISC. MATERIAL & WORK:

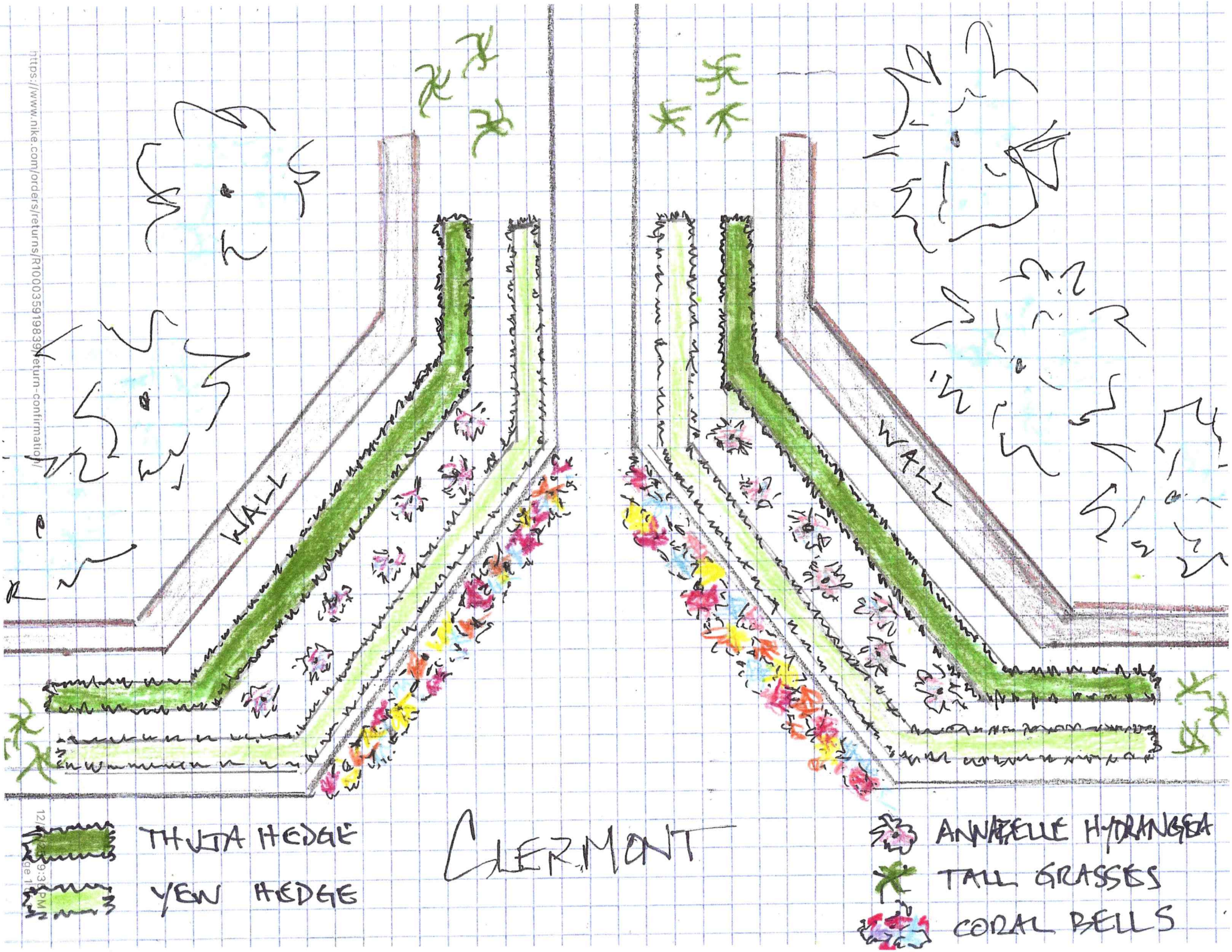
REINSTALL LANDSCAPE BED EDGING

TOPSOIL & COMPOST

FERTILIZER

PRICE: $16,350

SCOPE AND PRICE OF WORK SUBJECT TO CHANGE DEPENDING ON SIGNAGE WORK AND ADJUSTMENTS TO PLAN.



https://www.nike.com/orders/returns/R100035919839/return-confirmation/
12/23/19 9:38 PM
Page 1

SCARBOROUGH LANE ENTRANCE

REMOVAL:

REMOVE ALL SMALLER PLANTINGS WITHIN ISLAND & WALL SIDES

REMOVE ALL BOXWOOD HEDGES @ NORTH & SOUTH WALLS

RESHAPE 2 TREES WITHIN CENTER ISLAND

INSTALL (CENTER ISLAND):

PLANT 4 SPIREA UNDER TREE AREA

CREATE HEDGE AT BACK OF ISLAND AREA(5 YEWS)

COLORFUL BEDS OF CORAL BELLS @ SIGN &TOP & BOTTOM OF ISLAND

REFRESH "STONE BARK" ROCK WITHIN ISLAND (½ TON)

INSTALL (NORTH & SOUTH WALLS):

CREATE "YEW" HEDGES IN FRONT OF WALLS (25 TOTAL)

PLANT 20 ANNABELLE HYDRANGEAS BEHIND NEW HEDGE

PLANT 20 LOW GRASSES WITHIN BEDS

PLANT 5 WEIGELA AT FAR SOUTH CORNER OF SOUTH WALL

PLANT "CREEPING PHLOX" WITHIN BED AND AROUND LARGE STONES IN BEDS

CREATE A COLORFUL BED OF CORAL BELLS THAT WRAP CORNER OF BEDS

PLANT 11 SPIREA WITHIN THE BEDS

PLANT SILVIA WITHIN THE BEDS

REFRESH "STONE BARK" ROCK WITHIN LANDSCAPE BEDS (2 YDS.)

MISC: MATERIAL & WORK:

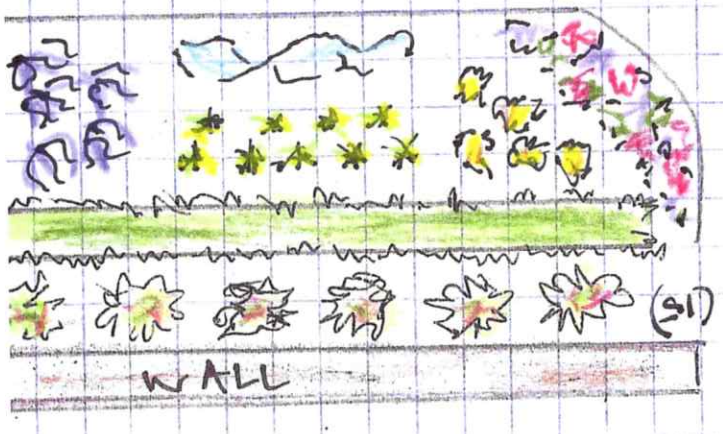
REINSTALL LANDSCAPE BED EDGING

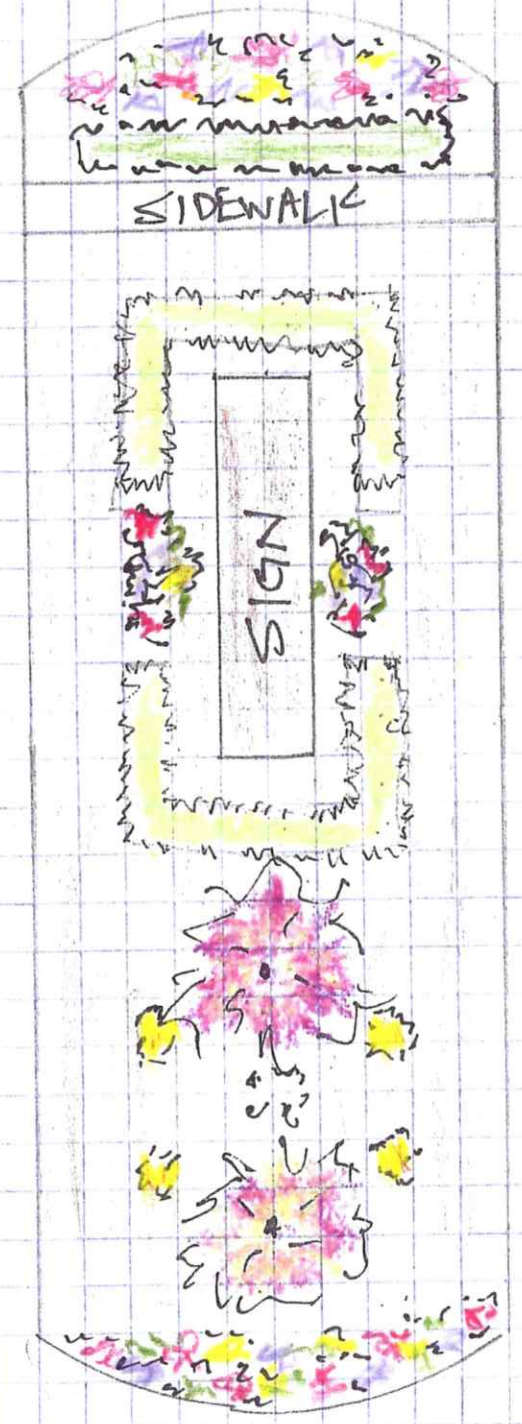
TOPSOIL & COMPOST

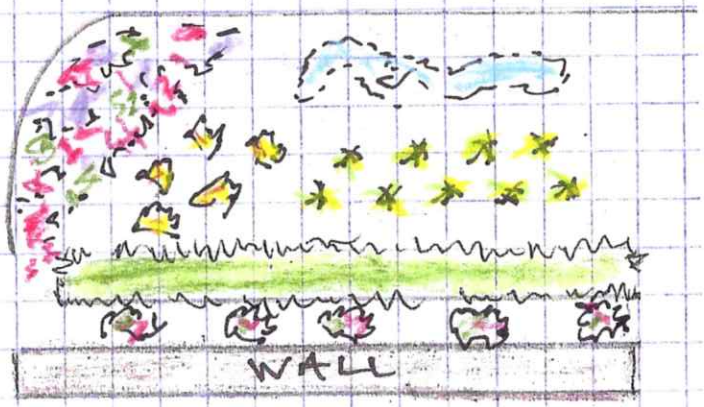
FERTILIZER

PRICE: $9,950

SCOPE AND PRICE OF WORK SUBJECT TO CHANGE DEPENDING ON SIGNAGE WORK AND ADJUSTMENTS TO PLAN.







YEW HEDGE

ANNABELLE HYDRANGEA

SPIREA

WEIGELA

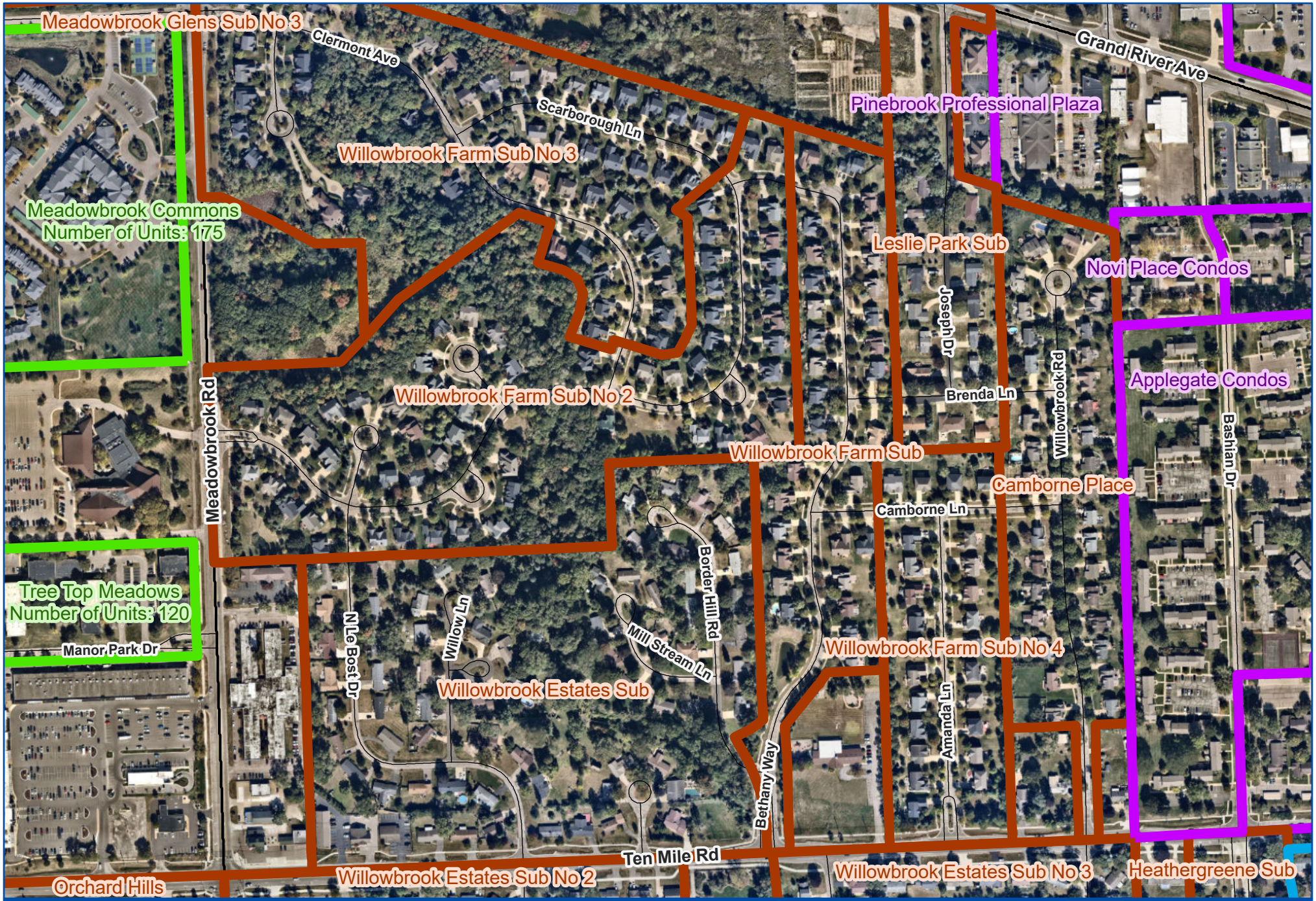
GRASSES

PHLOX (CREEPING)

CORAL BELLS

SCARBOROUGH

Willowbrook Farms HOA - Budget 2026.	**Revenue Forecast**	**Allocated Budget**	**Actual Expenses To date**	**Projected Defcit / Surplus.**
Opening Balance Jan 1st 2026	$90,400			
2026 Annual Dues.	$77,000	$156,161	$0	
Grand Total of available funds for 2026	**$167,400**	**$156,161**	**$0**	**$11,239**
Expenses - Contracted.		$27,730	$0	$27,730
Landscape improvements Bethany way, Scarborough Lane, Amanda Lane and Clermont Ave.		$35,000	$0	$35,000
Entrance monuments reconstruction project		$75,000	$0	$75,000
Other non-landscape related budgeted expenses		$18,431	$0	$18,431
Grand total		**$156,161**	**$0**	**$156,161**



Date Printed: 3/13/2026

Map Author:

Scale: 1 inch = 506 feet

Willowbrook Farms

ft

0 115 230 460

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

AMANDA LN

SPEED LIMIT
25

WILLOWBROOK

AMANDA LN

10 MILE RD

SPEED
LIMIT
25

WILLOWBROOK
F A R M

WILLOWBROOK
10 MILE RD
STOP

Bethany Way
SPEED LIMIT 25

WILLOWBROOK

WILLOWBROOK
FARM

WILLOWBROOK
FARM

Bethany Way

WILLOWBROOK
FARM

WILLOWBROOK
FARM

CLERMONT AV

SPEED LIMIT 25
WILLOWBROOK
FARM

WILLOWBROOK
FARM

WILLOWBROOK
FARM
STOP

WILLOWBROOK

WILLOWBROOK

SCARBOROUGH LN

WILLOWBROOK
FARM

Neighborhood Entryway Enhancement Matching Grant Program

2026 Award Cycle

(248) 347-0445
EntrywayGrant@cityofnovi.org

cityofnovi.org

Table of Contents

Grant Program Explanation 2

Selection Criteria & Evaluation Process 2

Grant Application 5

Checklist 7

Invasive Plant List 9

Neighborhood Entryway Enhancement Matching Grant Program

A. Purpose

The Neighborhood Entryway Enhancement Matching Grant Program was established by City Council to provide funding assistance to City of Novi's Homeowner Associations to support their efforts to enhance their neighborhoods through high-quality, sustainable neighborhood entranceway beautification projects. These projects are intended to enhance a subdivision entrance through significant and permanent physical improvements, such as adding or modifying entrance signs, constructing flower beds, planting trees and shrubs, upgrading lighting, and making other entryway-related improvements. A neighborhood is not eligible to be awarded a grant in consecutive years.

B. Application and Selection Process

1. Grant applications (Attachment 1) will be accepted once per calendar year.

2. Final grant applications must be submitted to the City Manager's office by January 31, 2026. The application may be submitted electronically to EntrywayGrant@cityofnovi.org.

3. The City Manager may request additional information or clarification. It is recommended that applications be submitted as early as possible to allow time for revisions to be submitted. Applications will be reviewed to verify the grant application is complete and accurate and complies with the requirements set forth in this document.

4. Recommendation for approval of qualifying projects will be provided by the Beautification Committee using a points system (Attachment 2).

5. Final grant awards are approved by the Novi City Council. Priority will be given to projects that are expected to have the greatest positive effect for the City of Novi.

6. All grant applicants will be notified regarding City Council's final decision after decisions are announced.

The following information will be required as an attachment along with the application:

- The association/property owner'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. Both an income statement and balance sheet for the previous two years, the current year, and the budget for the upcoming year should be provided.

- Complete bank statements are not required; however, should the association/property owner choose to provide these documents, please be sure all account numbers are removed before submitting the application.

- If in-kind donations (such as donated professional services or materials but excluding volunteer labor) will be used to assist in the fund matching, the association/property owner must submit formal documentation from the donating entity on company letterhead confirming their specific donation for the project.

- Documentation reflecting the association/property owner's current and previous spending on landscape and landscape maintenance.

C. Project Policies and Qualification Criteria

1. To qualify, projects must be located at the entrance of to a neighborhood, clearly visible from the public right-of-way. Eligible projects may be either new construction or installation of physical improvements or a rehabilitation of existing improvements. Examples include entryway signage, updated landscape beds, benches, and streetscape amenities. Work involving routine maintenance, installation or removal of annual plants, or other recurring tasks is not eligible.

2. The project must comply with City of Novi ordinances and regulations, Novi Residential Entryway Signage requirements, and state and local laws.

3. If there is an impact on property owners or other non-city agencies (e.g., road commission) written permission and approval of the project from the appropriate entity must be obtained and provided.

4. Projects are encouraged to be environmentally sensitive and be of a sustainable nature. The project may not include the use of invasive species. Please refer to the City's prohibited species list in section 9c of the City's Landscape Design Manual. A list of commonly used invasive species is included as Attachment 3.

5. The neighborhood or Homeowner's Association has not been awarded a grant in the previous two years.

D. Project Cost Reimbursement Process

1. Neighborhoods are eligible for a 50% match up to a maximum of $5,000, at the City's sole discretion.

2. Grant project funding requires at least an equal (1:1) match from the Homeowner's Association and may not exceed 50% of the total cost of the project or a maximum amount of $5,000. If the funding from the City and the portion provided for by the receiving organization is not sufficient to complete the project, then the receiving organization is responsible for raising the difference. **The intent of this grant is not to completely fund projects, but to assist with as many projects as possible throughout the community**.

3. If in-kind donations (such as donated professional services or materials but excluding volunteer labor) will be used to assist in the fund matching, the association/property owner must submit formal documentation from the donating entity on company letterhead confirming their specific donation for the project.

4. The amount awarded will be reimbursed upon successful completion of the project, verification of conformance with all standards of the program, and proof that all necessary permits were obtained.

5. The City of Novi will disburse the awarded amount directly to the applicant (not the contractor) upon proof of payment of the applicant's cost and proof of completion of the entire project. The request for reimbursement and proof of project completion must be made by October 31, 2026.

6. An applicant is limited to no more than one award every two years. *Example: If an organization/homeowner association is awarded in 2023, it is eligible to reapply in 2026.* To add further clarification, the HOA would have to sit out the grant cycles for 2024 and 2025. This allows the City to provide assistance to as many interested neighborhoods as possible.

7. Grants are made with the understanding that the City is in no way obligated to provide further financial or management assistance to ensure that a project is completed. Property is and will continue to be maintained by the Homeowner's Association into the future.

8. Project work must not begin, and permits shall not be obtained until grant approval from City Council.

9. Projects are encouraged to be environmentally sensitive and be of a sustainable nature.

10. All selected projects must comply with City of Novi Ordinances, as well as state and local laws, and all appropriate permits must be obtained after grant approval. (If you have any questions concerning ordinance compliance, you may view the City of Novi Code of Ordinances at: or contact Code Compliance at (248 735-5678). The City has the right to decline project reimbursement after project approval if the appropriate permits are not obtained to ensure project completion by October 31, 2026.

11. Priority will be given to projects that abide by the regulations listed in the City's Residential Entryway Signage document. These regulations can also be found on the City of Novi's website. It is encouraged that applicants meet with Community Development personnel to ensure that their project abides by these regulations, prior to grant application submittal.

12. Grant applications will be accepted once per calendar year. Recommendation for approval of qualifying projects will be provided by the Beautification Committee for final grant approval by Novi City Council. All grant applicants will be notified regarding City Council's final decision immediately after decisions are announced.

Attachment 1. Neighborhood Entryway Enhancement Matching Grant Application

Due Date: January 31, 2026, by 5:00pm

Please answer the questions below in a separate document. Questions must be presented in the same order they are presented below. Applications will not be considered if any requested documentation is not included.

I. Applicant Information

a. Homeowner's Association or Property Name

b. Age of the subdivision or neighborhood where the work will be done

c. First-time Applicant? If not, please list the date of last application submission.

d. Project Leader
- Office Held/Position within organization
- Address
- Telephone
- E-Mail

II. Project Information

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

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

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

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

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

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

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 maximum*)

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

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

f. Itemized unit and total cost estimates

EXAMPLE:

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

IV. Attachments

Please include:

- The association/property's current budget, in order to demonstrate its ability to pay for the entire project before reimbursement and to maintain the project in the future *(Please remove all account numbers from any bank statements that are submitted as part of the grant application)*

- Documentation reflecting the association/property's current and previous spending on landscape and landscape maintenance

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

- Map with project location identified

- 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)

Attachment 2. Beautification Commission Project Grading System

Projects are evaluated using a 0-, 1-, and 2-point system.

0 = project does not meet this criterion

1 = project partially meets the criterion

2 = project fully meets the criterion

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

Project is a permanent, physical improvement located at the entrance of the neighborhood, and is not on-going or routine maintenance.

Checklist

☐ Your Association did not receive City of Novi Neighborhood Entryway Enhancement grant funding in 2024 or 2025.

☐ You included in the grant application a current 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 current spending on landscape and landscape maintenance is included.

☐ If project consists of entryway signage, project abides by all Residential Entranceway Signage Guide regulations.

☐ 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.

☐ Photos of the project area.

Attachment 3. Invasive Plant List

The list below contains the invasive plant species which are unsuitable for this project. For a more comprehensive look, please refer to the Michigan Invasive Plant Species List. Please be advised that this is not a comprehensive list, and other plant species are subject to approval by the City.

Trees

Norway Maple - Acer *platanoides*

Tree of Heaven - *Ailanthus altissima*

Black Alder - *Alnus glutinosa*

Russian Olive - *Elaeagnus angustifolia*

Black Locust - *Robinia pseudoacacia*

Shrubs

Japanese Barberry – *Berberis thunbergii*

Autumn Olive – *Elaeagnus umbellate*

Burning Bush – *Euonymus alatus*

Glossy Buckthorn - *Frangula alnus/Rhamnus frangula*

Privet- Ligustrum *vulgare*

Amur Honeysuckle – *Lonicera maackii*

Morrow's Honeysuckle – *Lonicera morrowii*

Tartarian Honeysuckle – *Lonicera tatarica*

Bell's Honeysuckle – *Lonicera xbella*

Common Buckthorn – *Rhamnus cathartica*

Black Jetbead – *Rhodotypos scandens*

Multiflora Rose - *Rosa multiflora*

Woody Vines

Oriental Bittersweet – *Celastrus orbiculatus*

Japanese honeysuckle – *Lonicera japonica*

Kudzu - *Pueraria lobata*

Herbaceous Plants

Garlic Mustard – *Alliaria petiolata*

Narrow-leaved Bitter-cress – *Cardamine impatiens*

Spotted Knapweed – *Centaurea stoebe/Centaurea maculosa*

Canada Thistle – *Cirsium arvense*

European Swamp Thistle- *Cirsium palustre*

Black Swallow – wort - *Cynanchum louiseae /Vincetoxicum nigrum*

Pale Swallow-wort - *Cynanchum rossicum /Vincetoxicum rossicum*

Leafy Spurge – *Euphorbia esula*

Baby's Breath – *Gypsophila paniculata*

Giant Hogweed- *Heracleum mantegazzianum*

Dame's Rocket – *Hesperis matronalis*

Lyme-grass – *Leymus arenarius*

Purple Loosestrife – *Lythrum salicaria*

White Sweet Clover – *Melilotus alba*

Yellow Sweet Clover – *Melilotus officinalis*

Japanese Stilt Grass – *Microstegium viminium*

Wild Parsnip – *Pastinaca sativa*

Reed Canarygrass – *Phalaris arundinacea*

Phragmites – *Phragmites australis*

Japanese Knotweed – *Polygonum cuspidatum*

Giant Knotweed – *Polygonum sachalinense*

Mile – a minute Weed – *Polygonum perfoliatum*

Narrow – leaved Cat-tail - *Typha angustifolia*

Aquatic Plants

Flowering Rush – *Butomus umbellatus*

Water-hyacinth – *Eichornia crassipes*

Hydrilla – *Hydrilla verticillata*

European Frog-bit – *Hydrocharis morsus-ranae*

Eurasian Water Milfoil – *Myriophyllum spicatum*

Curly Pondweed - *Potamogeton crispus*