

2023 Annual HOA Meeting

Bradford of Novi

Board Members

President - Bob Raymond

Vice President Operation - Jim Sclabassi (Andy Terhune 2024)

Secretary/Communications/Activities - Manda Puttock

Treasurer - Aldo Pace

Director-Website & Compliance - Sunita Wani

2023 BRADFORD OF NOVI ANNUAL HOA MEETING AGENDA

- **Welcome and Introduction of the 2024 Board - Bob**
- **2024 Board Member Election Results - Welcome Andy Terhune**
- **2023 Directors Reports**
 - President Bob
 - Treasurer – Financial Statements Aldo
 - Landscape - Operation Jim
 - Secretary - Communications/Social Manda
 - Compliance - Website Sunita
- **Open Forum**
- **Adjourn**

- **ARCHITECTURAL REVIEW COMMITTEE APPROVED 2 DECKS IN 2023**
- **CURRENT BOARD MEMBERS VOTED TO NEW TERM BY HOMEOWNERS**
- **OUT OF 138 HOMEOWNERS 2 DUES ARE NOT PAID AS OF NOV 10, 2023**
- **MAINTAINED/REPAIRED 2 ENTRANCES, 5 COMMON AREAS, 7 CUL-DE-SACS**

PRESIDENTS REPORT

2024 GOALS

- **CONTINUED IMPROVEMENT OF HOA RESPONSIBLE AREAS**
 - PRIMARY 9 MILE ENTRANCE
- **NEW 3 YEAR LANDSCAPE CONTRACT**
- **INCREASE DUES \$350 TO \$400**
- **RESEARCH MANAGEMENT COMPANY**
 - NEED NEW HOMEOWNERS ON BOARD TO AVOID

Bradford of Novi HOA Financial Statement Summary as of October 30, 2023

Description	Actual amounts through October 30 2023	Estimated Costs -- November to December	Total including estimated Nov to Dec	Budget	Actual vs Budget
Dues collected at \$350 per lot	45,850.00		45,850.00	45,500.00	350.00
Other miscellaneous collections	39.00		39.00	110.00	(71.00)
Total cash collected 10/30/2023	45,889.00		45,889.00	45,610.00	279.00
Expenditures	30,952.00	12,128.00	43,080.00	41,450.00	1,630.00
Increase in cash as of 10/30/2023	14,937.00		2,809.00	4,160.00	
Cash -- January 1 2023	19,804.00		19,804.00	19,804.00	
Cash -- October 30, 2023	34,741.00				
Projected cash balance 12/31/2023			22,613.00	23,964.00	(1,351.00)

Main actual to budget differences

- Of the 138 paying lots, only two did not pay. Had budgeted 3 lots not paying
- Over budget on water -- \$1,000
- Over budget on tree cutting -- \$3,500
- Under budget in maintenance and repairs --- \$2,500

Bradford of Novi HOA Financial Statement and Budget as of October 30, 2023

	2022 Actual income and Costs	Budget -- 2023	2023 Actual income and Costs (as of Oct 30)	Estimated Costs -- November to December 2023	2023 Total over/ (under) budget
Income					
Current year dues collected (131 lots at \$350)	46,200.00	45,500.00	45,850.00		350.00
Dues overpayment	0.00	0.00	0.00		-
Paid delinquent dues prior to 2021	0.00	0.00	0.00		-
Current year late fee plus penalties	95.00	100.00	35.00		(65.00)
Interest Income/refund	9.90	10.00	3.85		(6.15)
Total Income (cash)	46,304.90	45,610.00	45,888.85		278.85

Expenses					
Accounting and Tax fees	558.50	600.00	589.70		(10.30)
Annual meeting expenses	15.89	25.00	0.00		(25.00)
Christmas decorations (L)	3,750.00	3,750.00	3,281.25	468.75	-
Christmas Prepaid (2022 pd. 2022) (L)	3,750.00	0.00	0.00		-
Communications/Zoom meetings	15.89	150.00	0.00		(150.00)
Electricity	613.11	1,000.00	576.55	200.00	(223.45)
Bank fees (stop payment)	0.00	25.00	35.00		10.00
Fertilization (L)	1,550.00	1,550.00	1,356.25	193.75	-
HOA tax filing	0.00	25.00	0.00		(25.00)
Insurance	1,224.00	1,400.00	1,376.00		(24.00)
Irrigation (L)	1,724.10	800.00	700.00	100.00	-
Landscape Maintenance (L)	10,922.00	9,660.00	8,452.54	1,207.46	-
Lawn Maintenance (L)	8,615.00	7,670.00	6,711.25	958.75	-
Legal fees	0.00	500.00	25.00		(475.00)
Maintenance / Repairs	6,760.50	6,000.00	3,476.09		(2,523.91)
Other	0.00	0.00	0.00	800.00	800.00
Postage plus PO box rental	178.00	180.00	188.00		8.00
Snow removal (L)	1,400.00	1,500.00	1,080.00		(420.00)
Social events	406.63	500.00	258.96		(241.04)
Tree cutting - wetlands	0.00	1,500.00	0.00		(1,500.00)
Tree cutting and trimming - 9 Mile entrance	0.00	0.00	0.00	5,000.00	5,000.00
Upgrades for 2022 (Paddington CT)	1,455.00	0.00	0.00		-
Upgrades for 2022 (Norfolk CT)	1,795.00	0.00	0.00		-
Upgrades for 2022 (Windemere CT)	1,300.00	0.00	0.00		-
Upgrade at Entrances -- cleaning of limestone	0.00	0.00	430.72		430.72
Water	4,039.36	4,400.00	2,214.76	3,199.00	1,013.76
Web Site/page development/maintenance	12.00	15.00	0.00		(15.00)
Yard of the Month (4 awards in 2020)	200.00	200.00	200.00		-
Total - expenses	50,284.98	41,450.00	30,952.07	12,127.71	1,629.78
Increase / (decrease) in cash	(3,980.08)	4,160.00	14,936.78	2,809.07	1,350.93
Starting cash balance -- January 1, 2023	23,783.76	19,803.68	19,803.68	19,803.68	
Ending cash balance	19,803.68	23,963.68	34,740.46	22,612.75	

Bradford of Novi - Landscape Master Plan (Completed) 2023

- 9 Mile Road entrance landscape refresh started (Phase 1)
- Power wash brick entrance walls
- Tuck pointed both entrance brick walls and around signs
- Trimmed and removed dead trees and branches on both islands at entrance starting Nov 13
- Repaired electrical issues with flood light on center island
- Additional repairs required to existing subdivision sprinkler systems

Subdivision commons areas to be maintained

- Taft road Entrance
- 9 Mile road Entrance
- South end Galway Drive
- East end of Worchester Drive
- Carlisle Court
- Erin Circle Court
- Lancaster Court
- Daleview Cul de Sac (Court)
- Norfolk Court
- Paddington Court
- Windermere Court

2023 Communications/Social Events Report

- We were able to celebrate our annual Easter Egg hunt this Spring with an outdoor egg hunt. It sprinkled on us, but the bunnies came out to play anyway! Crafts, cookies and a few games were also provided!
- We did honor 3 lucky neighbors with Yard of the Month for June, July, and August, and awarded them with a \$50 gift card to Home Depot. Congratulations to Duane & Miho May, Scott & Kari Corrington, and Michael & Sherril Berman for being our winners this year! We will also be awarding 1 more lucky homeowner with best decorated yard for the upcoming holidays this December! (Congrats to The Sleath family for winning last December!)
- We were again able to celebrate our Fall traditions by holding the annual Chili Cook-off along with our Fall Fun themed event of games and prizes that concluded with free pumpkins. Congratulations to Judy Yanachik and Kristi Currie for winning the chili contest!

2023 Communications/Social Events Report

- I had the honor of welcoming any new neighbors this year, so hopefully all of our newcomers felt welcome & I didn't miss anyone! Please welcome Jing Xia & Feng Zhang in Lot 49!
- I would like to encourage all of our homeowners to make sure we have a frequently checked e-mail for your household on file so we can spring into this new year while keeping everyone informed of any updates and or possible events into the future! Please email changes to: bradfordnovihoa@gmail.com
- I also send out seasonal BON Newsletters, so if you are not receiving them, please email me to be added too! Look for "BON secretary".

Volunteer/Committee opportunities:

1. Spring: Easter Egg hunt gathering/Neighborhood clean-up
2. Summer: Garage Sale and possible Family Picnic gathering
3. Fall: Fall Fun Event gathering
4. Adult social events (if anyone is interested)

*Involvement= help with planning and executing the events

Top 5 Compliance Issues from 2023 (in no specific order)

- **Garbage cans in public view**
 - Trash Receptacle Trash and other waste shall not be kept on a Lot except in sanitary containers and trash receptacles, and shall not be left on the curb for more than (1) day within the trash pickup day. Containers should be stored in a garage, or at least not visible from the street.
- **Landscaping eyesores: overgrown shrubs & grass/ dying trees & shrubs on property**
 - Landscaping and Tree Trimming The Association has the right to enter a Lot for the purpose of mowing, cutting, weeding, removing unsightly growth if proper notification of issues has been documented. And any cost incurred by such action of the Association shall be chargeable against the Owner and shall constitute a lien against the Lot.
- **Snow removal from sidewalks in a timely fashion (including parked vehicles on the streets preventing proper snow removal)**
 - Snow & Ice Removal Each Lot Owner is responsible for the snow and ice removal of their driveways and sidewalks. Vehicles should be parked off the street to promote proper snow and ice removal on the roads.
- **Pet owners not cleaning up after their pets (bagging and discarding waste)**
 - Animals/Pets Domestic pets of the Owner shall be kept on a leash, or contained by an invisible fence, and not allowed to run loose or left unattended
- **Extended parking of recreational vehicles**
 - Outside Storage of Vehicles Any boats, house trailers, boat trailers, recreational vehicles, camping trailers, or other utility vehicles may not be parked or stored on any Lot for an extended period of time unless stored in a fully enclosed/attached garage

Compliance & Architectural Review Committee (in no specific order)

- **Reviewed the plans for decks**
- **Letters to landscaping eyesores: overgrown shrubs & grass/ dying trees & shrubs on property**
- **Letters to Exterior addition and trash in public view**

This has been a great year for compliance!

Website

<https://bradfordofnovihoa.com>

Facebook Page:

Bradford Residents

Questions