



Association Management, Inc.
47200 Van Dyke Ave.
Shelby Township, MI 48317
Phone: 586.739.6001 | Web: amicondos.com

February 26, 2021

To: All Stonehenge Condominium Association Co-Owners

Re: Budget for 2021-2022 Fiscal Year

Dear Co-Owner,

Enclosed is the approved budget for the upcoming fiscal year beginning April 1, 2021 through March 31, 2022. After considerable review and discussion of your current financial position and future needs, your Board of Directors has approved a budget which does not require adjustment and your current monthly assessment amount will remain unchanged for the upcoming fiscal year beginning on April 01, 2021.

As you review the budget, please note that several expenses have remained at the same rate, while others have been either moderately increased or, in some instances, reduced. The ability to maintain this positive trend has been the direct result of the continued diligence of your Board of Directors to monitor services, research alternatives or make changes to specifications as necessary to ensure good value and proper service is maintained. These practices, combined with the completion of planned major repair and replacement projects, funded with existing reserve savings, will continue to bring the community into better physical and aesthetic condition. Your Board of Directors remain dedicated to sound strategic planning in advance of the future needs of the community and will continue to monitor the progression of required repairs and replacements along with trends in the financial requirements necessary to achieve them, thereby ensuring the long-term financial security of the community.

PLEASE NOTE:

Your community uses CIT Bank (recently acquired Mutual of Omaha Bank) as the financial institution for all operating accounts. CIT Bank offers five (5) user friendly payment options, which are listed on the enclosed document. Please review this and make any adjustments needed to your current method of payment starting with the April 2021 assessment payment.

As a reminder, assessment payments are due on the 1st of each month and are late if received after the 15th of the month. CIT Bank posts payments to accounts on the same day they are received. Therefore, please consider proper mailing time to ensure your payment is received prior to the late date as late fees will accrue to accounts received after the 15th of the month. If you write a check, money order or cashier's check, it must be made payable to; Stonehenge Condominium Association, with your account number in the memo line (the account number is on the payment coupon). **Your account number may be found after your name on the address label on the envelope of this mailing.** If your bank makes an automatic payment for you, please make sure to provide your bank with the correct mailing address and schedule your payments to include sufficient mailing time to reach CIT Bank prior to the late date.

In the next couple of weeks, you will receive a separate mailing which will include your payment coupons for the 2021_2022 fiscal year. If you own more than one unit, you must send a coupon and separate payment for each as combined payment cannot be separated. As a reminder, your name and account number must be written on your check or money order each time you make a payment.

For co-owners who are already on the automatic maintenance fee deduction program (ACH), the monthly assessment will automatically be deducted as usual on the 8th of each month and no payment coupons or envelopes will be mailed. We strongly encourage the use of the automatic maintenance fee deduction program which is convenient for co-owners and eliminates the possibility of late payment fees. Co-owners that would like to sign up for this program should contact AMI's accounting department.

If you choose to make a payment in person at the AMI office, please be advised that payments will only be accepted by check or money order and must be placed inside the dropbox which is located on the left side of the front entrance doors. Due to Covid-19 our office is closed to the public.

We understand that occasionally, situations may arise which may make it impossible to meet all financial responsibilities and the Association is willing to work with any Co-Owner having true difficulty. We ask you, however, to remain mindful that unnecessary assessment delinquencies can also create a hardship for the Association, making it difficult to meet all of its responsibilities.

Sincerely,

Curtis A. Norrod

Agent for Stonehenge Condominium Association

Cc: file/bd

Stonehenge Condominium Association

Approved Budget for Fiscal Year April 01, 2021 through March 31, 2022 and Prior Year, Current Year Budgets with Variations.

2019 - 2020	2020 - 2021	2021 - 2022	
Last Year's Budget	Current Budget	Approved Budget	Variation

Revenues

60000.00 - Assessments	1, 191, 564	1, 191, 564	1, 191, 564	
62010.00 - Legal	8, 500	8, 500	5, 000	(3,500)
Total - Revenues	1,200,064	1, 200, 064	1, 196, 564	(3,500)

Expenses

- Administrative				
70000.00 - Management Fees	38, 789	38, 789	38, 789	
70100.00 - Legal - Collections	8, 500	8, 500	5, 000	(3,500)
70300.00 - Auditing	5, 000	5, 000	5, 000	
71000.00 - Printing and Mailing	4, 000	4, 000	4, 000	
71005.00 - Newsletter Printing & Mailing	500			
71100.00 - Office Supplies	750	750	750	
71105.00 - Office Equipment	500	500	500	
71200.00 - Bank Charges	200	200	200	
71300.00 - Web Page	800	800	800	
71400.00 - Phones	3, 600	3, 600	3, 600	
71500.00 - Payroll - Office	20, 000	20, 000	20, 000	
71505.00 - Payroll Processing	1, 400	1, 400	1, 900	500
71900.00 - Miscellaneous Administration	3, 000	1, 500	1, 500	
- TOTAL Administrative	87, 039	85, 039	82, 039	(3,000)
- Utilities				
72000.00 - Water & Sewer	160, 000	160, 000	160, 000	
72200.00 - Heating Fuel	120, 000	120, 000	120, 000	
72300.00 - Electricity	30, 000	30, 000	30, 000	
72400.00 - Rubbish	25, 000	25, 000	27, 500	2,500
72500.00 - Extermination	1, 850	2, 000	2, 000	
- TOTAL Utilities	336, 850	337, 000	339, 500	2,500
- Grounds				
73000.00 - Lawn Service	74, 000	74, 000	74, 000	
73100.00 - Grounds	6, 000	6, 000	6, 000	
73150.00 - Entrance Grounds/Lighting	500	500	500	
73175.00 - Bed Maintenance/Mulch	500	1, 000	3, 000	2,000
73200.00 - Tree and Shrub Maintenance	4, 000	6, 500	6, 500	
73300.00 - Lawn Fertilization	12, 500	11, 500	11, 500	
73400.00 - Tree and Shrub Fertilization	6, 500	6, 500	6, 500	
73500.00 - Irrigation	3, 500	3, 500	3, 500	
73700.00 - Snow Removal	78, 000	78, 000	78, 000	
- TOTAL Grounds	185, 500	187, 500	189, 500	2,000
- Maintenance & Repairs				
75000.00 - Plumbing	7, 000	7, 000	7, 000	
75001.00 - Sump Pump Repairs	6, 000	6, 000	6, 000	

Stonehenge Condominium Association

Approved Budget for Fiscal Year April 01, 2021 through March 31, 2022 and Prior Year, Current Year Budgets with Variations.

	2019 - 2020	2020 - 2021	2021 - 2022	
	Last Year's Budget	Current Budget	Approved Budget	Variation
75100.00 - Electrical	1,800	1,800	1,800	
75200.00 - Building Repairs - Interior	8,000	8,000	8,000	
75300.00 - Building Repairs - Exterior	40,000	20,000	20,000	
75400.00 - Roof	500	5,000	5,000	
75415.00 - Porches	12,000	7,000	7,000	
75500.00 - Painting	1,000	1,000	1,000	
75705.00 - Gutter Cleaning		3,000	3,000	
75730.00 - Shutters	6,000	6,000	6,000	
75800.00 - Windows	2,000	2,000	2,000	
76000.00 - Garage	3,000	9,000	9,000	
76600.00 - Maintenance Supplies	17,000	17,000	17,000	
76605.00 - Maintenance Tools	500	500	500	
76610.00 - Maintenance Equipment Repair	2,000	2,000	2,000	
76611.00 - Maintenance Equipment Rental	750	750	750	
76613.00 - Maintenance Vehicle Fuel	1,000	1,000	1,000	
76615.00 - Maintenance Uniforms	500	500	500	
77000.00 - Asphalt	4,500	4,500	4,500	
77010.00 - Asphalt Sealcoating	6,000	9,000	9,000	
77500.00 - Cement	2,200	2,200	2,200	
77600.00 - Catch Basins	6,000	6,000	6,000	
78000.00 - Payroll - Maintenance	67,000	70,000	80,000	10,000
78005.00 - Payroll - Maintenance Part Time	15,000	15,000	20,000	5,000
- TOTAL Maintenance & Repairs	209,750	204,250	219,250	15,000
- Insurance & Taxes				
79000.00 - Insurance	72,000	72,000	62,500	(9,500)
79200.00 - Workers Compensation	3,500	3,500	3,500	
79400.00 - Vehicle Insurance	1,000	1,000	1,000	
79500.00 - Insurance - Employee Benefits	3,000			
79505.00 - Insurance - Health Care	5,000	5,000	6,000	1,000
79800.00 - Payroll Taxes	9,000	9,000	9,000	
- TOTAL Insurance & Taxes	93,500	90,500	82,000	(8,500)
- Clubhouse				
82000.00 - Clubhouse - Water and Sewer	1,500	1,500	1,500	
82200.00 - Clubhouse - Heating Fuel	1,000	600	600	
82300.00 - Clubhouse - Electricity	2,500	2,500	2,500	
83000.00 - Clubhouse - Pool Maintenance and	4,500	4,500	4,500	
83600.00 - Clubhouse - Pool Supplies	1,500	1,500	1,500	
84000.00 - Clubhouse - Maintenance	700	700	700	
84100.00 - Clubhouse Activities	1,500	1,500	1,500	
84600.00 - Clubhouse - Supplies	1,500	1,500	1,500	
84700.00 - Clubhouse - Cleaning	500	500	1,000	500
84710.00 - Clubhouse Phone	800	1,000	1,000	
88000.00 - Pool - Payroll	6,500	6,500	6,500	

Stonehenge Condominium Association

Approved Budget for Fiscal Year April 01, 2021 through March 31, 2022 and Prior Year, Current Year Budgets with Variations.

	2019 - 2020	2020 - 2021	2021 - 2022	
	Last Year's Budget	Current Budget	Approved Budget	Variation
- TOTAL Clubhouse	22, 500	22, 300	22, 800	500
- Reserve Funding				
89000.00 - Deposits to Reserve	264, 925	273, 475	261, 475	(12,000)
- TOTAL Reserve Funding	264, 925	273, 475	261, 475	(12,000)
- Reserve Fund Income				
90000.00 - Transfers From Reserves	(380, 500)	(480, 500)	(511, 000)	(30,500)
- TOTAL Reserve Fund Income	(380, 500)	(480, 500)	(511, 000)	(30,500)
- Reserve Expenses				
93150.00 - Entrance Grounds/Lighting			20, 000	20,000
93200.00 - Tree and Shrub Replacement	3, 000	8, 000	4, 000	(4,000)
94500.00 - Irrigation		22, 000		(22,000)
95100.00 - Electrical	7, 000	7, 000	7, 000	
95300.00 - Building Repairs - Exterior		40, 000	70, 000	30,000
95410.00 - Balcony	20, 000	20, 000	20, 000	
95415.00 - Porches	32, 000	32, 000	32, 000	
95500.00 - Painting	54, 000	66, 000	50, 000	(16,000)
95610.00 - Brick/Masonry	10, 000	15, 000	12, 500	(2,500)
95800.00 - Windows	124, 000	80, 000	40, 000	(40,000)
96200.00 - Mailboxes			60, 000	60,000
97000.00 - Asphalt	115, 000	175, 000	180, 000	5,000
97500.00 - Cement	15, 000	15, 000	15, 000	
99500.00 - Tennis Court Maintenance	500	500	500	
- TOTAL Reserve Expenses	380, 500	480, 500	511, 000	30,500
Total - Expenses	1,200,064	1, 200, 064	1, 196, 564	(3,500)
Net Income				



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To: Stonehenge Condominium Association

Re: Methods for paying your assessment.

Shortly, you will receive a coupon book that you will use to make your HOA assessment payments.

To assist you, we offer these five (5) user friendly payment options.

Options 1 & 2: With your Internet browser, visit the sites listed below to make a payment by Credit Card or eCheck.

1. To pay by Credit Card use <https://propertypay.cit.com>
2. To pay by eCheck use <https://propertypay.cit.com>
3. Information Needed for Payments;
Management Company ID: 6156
Association ID: 0049
Account/Property ID: Account Number Listed on Coupons

Option 3: Mail your payment by placing your CHECK AND COUPON, for each unit you own, in the envelope provided, place a stamp on the envelope, and drop it in the mail. Please do not use staples or paperclips and do not fold your payment documents. Please allow a few extra days for the mail to be received at our lockbox facility. Payments are processed and posted to our account on the day they are received. A late charge will apply to payments received beyond the late date.

Option 4: Use Bill Payment services provided through your banks online banking services (if available). When selecting this method of payment, you must list the **Name of your Association, c/o Association Management, Inc, property account number, P.O. Box 98204, Phoenix AZ 85038** as the address for your payment. It is very important you list your complete account number, as it appears on your coupon. Please also be mindful that although you may complete this transaction with your bank online, your bank subsequently mails a physical check to the lockbox facility. As such, you must also include sufficient time for the check to arrive in the mail when making this transaction as if it is received after the late date, a late charge will be applied.

Option 5: ACH (Automated Clearing House): To select this option, please contact Association Management, Inc. to obtain an authorization form which will authorize them to process your assessment payment via an electronic ACH transaction. Please note that this transaction will happen on the 8th of each month unless the 8th falls on a weekend or holiday and then the dues will be taken the next business day. If you are currently an ACH payer, no further action is necessary and ACH deductions will automatically continue.

If you have any questions, contact our Accounting Department at Association Management, Inc. by email at accounting@amicondos.com.

Sincerely,

Stonehenge Condominium Association Board of Directors
&
Association Management, Inc.



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SEASONAL UPDATES AND IMPORTANT INFORMATION

SEASONAL DECORATIONS WERE TO BE REMOVED BY JANUARY 31, 2021.

Seasonal decorations are permitted on the common element grounds. **At no time, however, may any decoration of any kind be attached, mounted, wrapped, hung, or strung on, or from, the buildings.** The community has been working hard to paint and repair façade issues, so it is extremely important nothing interferes with this progress. Failure to comply with this may result in the removal of the items and being charged for expenses incurred by the Association to repair or return the building to the original condition.

We have noted several units with lights and other décor attached directly to the building. Violations for this will be issued where noted.

PORCHES AND SNOW REMOVAL

All porches must remain clear of all items not reasonably intended for the season. All non-seasonable items such as chairs, tables, planters, etc., must be removed from the porch areas and stored elsewhere. These items interfere with the ability to fully and properly remove snow from the porch, which increases liability and decreases safety. Complaints received by the Association for any unit not in compliance, may result in a fine to the owner, along with the added expense if the Association is forced to remove your non-seasonal items.

Note of clarification: The Association provides snow removal services which includes front porches and steps, however, Co-Owners remain responsible to ensure snow is removed from their porches and steps, as they are limited common elements. Rock salt alternative is available at the clubhouse for all residents to use on porches & walkways as reasonably needed. Please bring a bucket or container to fill up.

SECURITY CAMERAS, CAMERA DOORBELLS AND OTHER MODIFICATIONS

There are several camera type doorbells appearing on units which have neither been approved nor are authorized for use within the community. All surveillance type cameras and other equipment must be installed wholly on the interior of the unit. **ALL CO-OWNERS ARE REQUIRED TO GAIN BOARD APPROVAL PRIOR TO MAKING ANY MODIFICATION TO THE EXTERIOR OF THEIR UNIT.** An Alteration/Modification Request Form must be submitted prior to any work involving the limited or general common elements. Unit owners who have currently installed unapproved items will be receiving notices to remove them. Please be advised that any item installed without prior approval is subject to removal by the Association at the unit owner's expense and liability.

Forms are available at the clubhouse or on the Stonehenge web: stonehengeofnovi.com