

## **Community Development Committee of Council**

Monday, August 22, 2016 – 5:30 p.m.

Council Chambers

### Agenda

- Call to Order
- Approval of 3-14-16 Community Development Committee Minutes
- Review of Fall 2016 Applications for Beautify Your Neighborhood Grants
  - Lowell Trace
  - Willow Grove
- Committee Discussion and Recommendations
- Adjourn

**DUBLIN CITY COUNCIL**  
**COMMUNITY DEVELOPMENT COMMITTEE**  
Monday, March 14, 2016  
Minutes of Meeting

Vice Mayor Reiner called the meeting of the Community Development Committee to order at 5:32 p.m. in Council Chambers.

Committee members present: Vice Mayor Reiner, Ms. Alutto, Ms. Amorose Groomes.

Staff members present: Claudia Husak, Senior Planner and Michael Hiatt, Zoning Inspector for Landscaping.

Vice Mayor Reiner moved approval of the 8-24-15 Community Development Committee minutes.

Ms. Alutto seconded the motion.

Motion carried unanimously.

• **Review of 2016 Applications for Beautify Your Neighborhood Grants**

Ms. Husak stated that the City received five completed 2016 Beautify Your Neighborhood Grant applications. The approved 2016 budget for grants is \$32,000. The total amount of grant funds requested from the five homeowner association applicants is \$18,510.78:

- Bishop's Run/Bishop's Crossing (\$5,000)
- Carrowmoor (\$2,380.50)
- Donegal Cliffs (\$3,802.50)
- Lowell Trace (\$3,428.28)
- Muirfield (\$3,780)

**Bishop's Run/Bishop's Crossing**

Total Grant Amount Requested:	<b>\$ 5,000</b>
Total Project Cost:	\$10,980
Match Amount:	\$ 5,980
In-kind Donations:	\$ 1,000
Volunteer:	Yes
National Wildlife Federation Certification:	No

Ms. Husak stated that Bishop's Run is proposing to update their Tullymore Drive entrance off Hyland Croy Road. This will include the removing of the Cherry Tree Bosques along Tullymore Drive. These trees have not been doing well under their current conditions. The proposal is to install 10 Swamp White Oak trees and enhanced landscaping around their bench seating areas. The proposal requires approval of an Amended Final Development Plan by the Planning and Zoning Commission.

The following conditions are recommended by staff:

- 1) Receive approval of an Amended Final Development Plan from the Planning and Zoning Commission.
- 2) Update plans to clarify phasing.
- 3) Work with staff to increase variety of plant material.
- 4) Work with staff to include landscaping along with installation of benches.

Committee comments:

Ms. Amorose Groomes inquired if these conditions vary slightly from the ones the Committee received in the packet. Previously, one condition stated that the ten Swamp White Oaks would not be all the same species of tree.

Ms. Husak responded that Condition #3 states that the applicant will work with staff to increase the variety of plant material, but the condition is not specific in regard to that variety.

Ms. Amorose Groomes stated that, assuming the new trees would be located five on each side of Tullymore Drive, she prefers that they be all the same species. This is a formal entryway, and it would be preferable to line both sides with the same species. She has no objection to the balance of the request, and the ten White Oaks is entirely acceptable to her.

Vice Mayor Reiner stated that he is in agreement with Ms. Amorose Groomes. To unify an entry to a neighborhood, it is important to use the same species.

Ms. Amorose Groomes noted that there is plenty of diversity throughout the entry feature. It is not heavily planted with one type of tree.

Ms. Husak responded that condition would be removed.

Ms. Amorose Groomes moved to approve the Bishop's Run/Bishop's Crossing grant request with removal of Condition #3.

Ms. Alutto seconded the motion.

The motion was carried unanimously.

**Carrowmoor**

Total Grant Amount Requested:	<b>\$ 2,380.50</b>
Total Project Cost:	\$ 4,761.00
Match Amount:	\$ 2,380.50
In-kind Donations:	\$ 500.00
Volunteer:	Yes

Ms. Husak stated that the application for Carrowmoor is a small project. The proposal focuses on enhancing the landscaping around the entrance sign and upgrading the entryway on Corbins Mill to Carrowmoor Court. It includes power washing and repainting the entrance sign, the addition of an electrical outlet and upgrading to a more energy efficient decorative lighting.

The following conditions are recommended by staff:

- 1) Clarify the amount of funds requested.
- 2) Update plans with the correct name of plant species.

Committee comments:

Ms. Amorose Groomes stated that she likes the proposal. This is a well-kept neighborhood, and investing in an upgrade of their sign is great.

Ms. Amorose Groomes moved approval of the Carrowmoor grant request.

Ms. Alutto seconded the motion.

The motion was carried unanimously.

**Donegal Cliffs**

Total Grant Amount Requested:	<b>\$3,802.50</b>
Total Project Cost:	\$7,605.00
Match Amount:	\$3,802.50
In-kind Donations:	None
Volunteer:	None

Ms. Husak stated that Donegal Cliffs is proposing to upgrade landscaping at the two entrances -- Donegal Cliffs Drive and Dunleary Drive. The Donegal Cliffs Drive entrance upgrades consist of adding blue spruce trees to both sides of the entrances; replacing the existing crab apple trees at the entrance pillars with flowering hydrangea trees to add color and similarity with the Dunleary Drive entrance; and replacing the missing boxwood shrubs. The upgrades to the Dunleary Drive entrance include installing new boxwoods around the entrance pillars and relocating the existing perennials to accommodate these changes. Electrical outlets at both entrances will be upgraded to permit the use of seasonal lighting.

The following conditions are recommended by staff:

- 1) Substitute the Blue Spruces with "Fat Albert Spruce" Tree or a species as approved by the City Forester.
- 2) Install two Spruce trees in preference of the proposed three.

Peter Nowell, 8009 Inistork Drive, representing Donegal Cliffs, stated that the proposal has two objectives. The neighborhood has two entrances, and their intent was to add synergy between the two. The house on the left corner is exposed, because the screening materials on that corner died and were removed. The other three corners are screened with vegetation. Adding spruce on the north entrance will create a synergy with the low-growing globe spruces that exist on the south entrance.

Committee comments:

Ms. Amorose Groomes inquired if the spruce would go in front of or behind the wall.

Mr. Nowell responded that they would be installed in front of the wall.

Ms. Amorose Groomes inquired if it is possible to place them behind the wall.

Mr. Nowell stated that is not the HOA's property.

Vice Mayor Reiner inquired if they could come back in the future and ask for more plant material.

Ms. Husak responded that last year, staff asked if Council would agree with eliminating the requirement that there be a three-year waiting period between BYN grant requests. Council indicated support of that change. Since then, HOAs have been able to re-apply.

Vice Mayor Reiner stated that, actually, more could be done here to make this entranceway interesting.

Mr. Nowell stated that the neighborhood has not experienced a significant upgrade in landscaping for 10 years. Of the three landscape companies considered, Builderscape was the best option for them. Their proposals were reasonable and met the objectives. He noted that the scope of the project includes an upgrade to the entranceway lighting.

Ms. Amorose Groomes inquired if it is possible to approach the homeowner about placing the trees behind the wall. It is a lovely wall to be hidden.

Mr. Nowell responded that is not feasible. The Association's desire is to have the same on both sides of the entrance way, and the north side has plantings.

Ms. Alutto moved to approve the Donegal Cliffs grant request.

Ms. Amorose Groomes seconded the motion.

The motion was carried unanimously.

### **Lowell Trace**

Total Grant Amount Requested: **\$3,428.28**

Total Project Cost: \$7,356.56

Match Amount: \$3,928.28

In-kind Donations: None

Volunteer: None

Ms. Husak stated that the application for Lowell Trace includes renovating the entrance located at the intersection of Tullymore Drive and Avery-Muirfield Drive. The proposal includes an allocation for energy efficient LED lighting improvements; removal of all plant material and stone; and relocation of one magnolia per the plan. The application also includes column re-installation, wall and boulder installation, and topsoil backfill for walls and landscaping. Landscaping includes installing eight green gem boxwoods, 30 happy returns daylily, 10 catmint, 7 fragrant viburnum and 6 knock-out shrub roses.

The following conditions were recommended by staff:

- 1) The HOA work with staff on a Maintenance Agreement for the entry feature that is located on City property.
- 2) Substitute the Blue Spruces with "Fat Albert Spruce" Tree or a species as approved by the City Forester.
- 3) Install two Spruce trees in preference of the proposed three.

### **Committee comments:**

Ms. Amorose Groomes inquired if Mr. Reiner had an objection to the knock-out roses.

Mr. Reiner responded that he likes them, because they are hardy and add a good amount of color.

Ms. Alutto moved to approve the Lowell Trace grant request.

Ms. Amorose Groomes seconded the motion.

The motion was carried unanimously.

### **Muirfield Village**

Total Grant Amount Requested: **\$3,780**

Total Project Cost: \$7,560

Match Amount: \$3,780

In-kind Donations: None

Volunteer: Yes

National Wildlife Federation Certification: No

Ms. Husak stated that the application for Muirfield Village focuses on upgrading and enhancing the intersection at Carnoustie Drive and Glick Road (Muirfield Village 12). The proposal includes

removing overgrown aged materials, refreshing the soil and installing trees, shrubs, annuals and accent lighting to give the intersection a fresh, updated, inviting appearance with materials hardy to the plant zone.

The following conditions were recommended by staff:

- 1) Work with staff to select the appropriate plants for the desired color at the intersections.

Committee comments:

Ms. Amorose Groomes inquired what is the desired color.

Ms. Husak responded that is uncertain. Staff was unsure if it was purple or gold; but whichever it is, they want to make sure that is what is chosen.

Ms. Amorose Groomes stated that she likes the proposal. Since the footpath was added, this corridor needed some attention, and this will accomplish that.

Ms. Alutto moved to approve the Muirfield Village grant request.

Ms. Amorose Groomes seconded the motion.

The motion was carried unanimously.

Other:

Ms. Husak stated that staff is also requesting permission for a fall grant application cycle for award of the remainder of the 2016 BYN grant funds (\$12,000 remaining). Some interest from the community has already been expressed.

Vice Mayor Reiner stated that would be good, as the purpose of this grant is to involve the citizens in making upgrades to their neighborhood/community.

Ms. Amorose Groomes stated that she really likes the proposals that include a volunteerism component. If the funds become limited, that might be an important credit for those applications.  
Ms. Alutto concurred.

Vice Mayor Reiner summarized that the Committee has approved and recommends the following BYN grant awards for approval by Council at their next meeting on April 11, 2016:

- Bishop's Run/Bishop's Crossing (\$5,000) (REMOVAL OF CONDITION #3)
- Carrowmoor (\$2,380.50)
- Donegal Cliffs (\$3,802.50)
- Lowell Trace (\$3,428.28)
- Muirfield (\$3,780)

The meeting was adjourned at 5:50 p.m.

---

Clerk of Council



City of Dublin

**Office of the City Manager**

5200 Emerald Parkway • Dublin, OH 43017-1090

Phone: 614.410.4400 • Fax: 614.410.4490

# Memo

**To:** Members of Dublin City Council

**From:** Dana L. McDaniel, City Manager 

**Date:** August 18, 2016

**Initiated By:** Claudia D. Husak, AICP, Senior Planner

**Re:** 2016 Beautify Your Neighborhood Grant Applications - FALL

## Background

The City received two completed 2016 Beautify Your Neighborhood Grant applications for the fall application cycle. The approved 2016 budget for grants is \$32,000. The total amount of grant funds awarded for the five homeowner association for the spring cycle applicants was \$18,510.78. The remaining funds total \$13,489.22. Fall requests are:

- Willow Grove (\$5,000)
- Lowell Trace (\$1,279.30)

The awarded spring grants were:

- Bishops Run/Bishops Crossing (\$5,000)
- Carrowmoor (\$2,380.50)
- Donegal Cliffs (\$3,802.50)
- Lowell Trace (\$3,428.28)
- Muirfield (\$3,780)

The total grant requests for 2016 are \$24,790.08 out of a budget of \$32,000. The total awarded grant funds for 2015 were \$31,045, also out of a budget of \$32,000.

## Descriptions

### Willow Grove

This neighborhood is proposing to use the grant award to continue renovating the two front entrances off Emerald Parkway. Prior to requesting a grant, the neighborhood completed major improvements to the serpentine brick walls. The grant request would fund landscape improvements with the addition of different species of hydrangeas, boxwoods and a general clean-up of the entrance areas along this prominent roadway.

<u>Total Grant Amount Requested:</u>	<b>\$5,000</b>
<u>Total Project Cost:</u>	\$13,865.01
<u>Match Amount:</u>	\$ 8,861.01
<u>In-kind Donations:</u>	none
<u>Volunteer:</u>	HOA in completing the application
<u>National Wildlife Federation Certification:</u>	No

Staff Comments:

The proposed modifications to the landscaping for these prominent locations within the City will enhance the entrances to the Willow Grove neighborhood and add additional color and interest to the renovations that the HOA has undertaken this far.

**Lowell Trace**

This neighborhood was awarded a grant in spring of this year for renovating the entrance located at the intersection of Tullymore Drive and Avery-Muirfield Drive. The proposal included energy efficient LED lighting improvements; removal of all plant material and stone; and relocation of one magnolia per the plan. The application also included column re-installation, wall and boulder installation, topsoil backfill for walls and landscaping. The total grant awarded was \$3,428.28.

During pre-construction inspection of the site to confirm how the renovation plan will be implemented, a weakened footer was identified, which needs to be addressed as part of the renovation. Therefore the neighborhood is re-applying for additional grant funding to cover the additional cost associated with the sign stabilization.

<u>Total Grant Amount Requested:</u>	<b>\$1,229.30</b>
<u>Total Project Cost:</u>	\$2,558.60
<u>Match Amount:</u>	\$1,229.30
<u>In-kind Donations:</u>	None
<u>Volunteer:</u>	None

Staff Comments:

Given that the entire amount (spring and fall requests combined) fall under the total match amount per neighborhood, \$4,704.58 out of \$5,000 available and the fact that the sign stability issue was not uncovered until renovation was to begin, staff supports the request for the additional funding.

**Recommendation**

Staff recommends that the Community Development Committee of Council review the 2016 fall grant applications and make recommendations to City Council regarding approval of the grants.



Please review the program guidelines and requirements before completing this application.

### I. Applicant Information

a) Association Name

Lowell Trace Neighborhood Civic Association

b) First-time applicant? Please circle Y or  N

c) Project Leader: Gary Murcer Office Held: President

d) Address: 6862 Roundwood CT Dublin, Ohio 43016

e) Telephone: 614-929-4317 E-mail: gary\_murcer@yahoo.com

### II. Project Information

a) Briefly describe the Beautify Your Neighborhood project including the location, existing conditions, specific need, and public benefit. Include any project planning documents such as landscape drawings, plans, maps, and/or pictures of the project area.

This application is an addendum to the one provided on January 8, 2016. The City of Dublin was kind enough to award Lowell Trace with a 2016 Beautification Grant. However, during the pre-construction planning phase that was completed by the contractor, it was discovered that the main sign foundation is weakened and needs a new footer installed. This application is to request matching grant money to cover stabilization of the sign.

as

b) Parcel number of proposed project area, can be obtained using GIS on City website at (<http://maps.dublin.oh.us/dubscovery/>) 273-004484

### III. Funding Information

a) Estimated Total Project Costs: \$2,558.60 to added footer reinforcement

Who provided this cost estimate(s)? Environmental Management Services, Inc. ("EMI")  
(Name, Title, Agency)

614-876-9988 Mr. Dennis Karem - Account Rep.  
(Phone Number)

b) Total amount of funds requested: \$1,279.30

c) Association 100% match, and any additional amount above 100% of grant request: \$1,279.30

d) Total amount to be donated through in-kind donations and/or cash assistance: \$0.00

Association dues and/or cash donations - \$0.00

In-kind donations such as professional services or donated materials - \$0.00

e) Itemized cost estimates:

ITEM	NUMBER OF UNITS	COST PER UNIT	TOTAL

f) Please include:

- Association budget reflecting the ability to meet 1:1 matching requirements;
- Documentation reflecting the Association's current spending on landscape and landscape maintenance;
- Bank documents reflecting what the Association has in reserve, to demonstrate the ability to provide maintenance and upkeep for the proposed project;

**Please remove all account numbers from any bank statements that are submitted as part of the grant application**

# CHECKLIST

Please consult this checklist prior to submitting the grant application and supporting materials to the City of Dublin, Office of the City Manager by January 11, 2014.

Project is new or rehab, not on-going or routine maintenance.	<input checked="" type="checkbox"/>	N
Has your Association received funding in the previous 3	Y	<input checked="" type="checkbox"/>
Can your Association demonstrate the ability to meet the 1:1 match requirement?	<input checked="" type="checkbox"/>	N
Your project does not include installation of pond aerators or sprinkler/irrigation systems?	Y	<input checked="" type="checkbox"/>
The grant application is complete and accurate.	<input checked="" type="checkbox"/>	N
Project planning documents (landscape drawings, plans, maps, photos, etc) have been included.	<input checked="" type="checkbox"/>	N
The parcel number for the project location has been documented.	<input checked="" type="checkbox"/>	N
Information demonstrating neighborhood commitment to implementing project (survey, list of residents who have pledged support) is included?	Y	<input checked="" type="checkbox"/>
Detailed financial information and project budget is included with the application submission.	Y	<input checked="" type="checkbox"/>
A copy of the official Association budget is included with the application.	Y	<input checked="" type="checkbox"/>
The Certification of Funds and Local Match form is complete and included.	Y	<input checked="" type="checkbox"/>
The Letter of Intent for in-kind donations is/are complete and included.	Y	<input checked="" type="checkbox"/>
The Plant List has been reviewed for projects involving landscaping elements.	Y	<input checked="" type="checkbox"/>
The Selection Criteria Matrix has been reviewed.	<input checked="" type="checkbox"/>	N
City staff have been involved in initial project development discussions with Association representatives if necessary/desired.	<input checked="" type="checkbox"/>	N

Remember to contact the City of Dublin (Parks and Open Space at 410-4700 and Engineering at 410-4622) and AEP Ohio OUPS (1-800-362-2764 or online at [http://www.oups.org/homeowners/homeowner\\_edig.html](http://www.oups.org/homeowners/homeowner_edig.html)) before digging!!!



# CERTIFICATION OF FUNDS & LOCAL MATCH AVAILABILITY

I understand the Homeowners Association or Civic Association will be reimbursed by the City of Dublin upon satisfactory completion of the project. To receive reimbursement, I understand that original documents and receipts must be presented. No reimbursements will be made by the City without completion of the project and appropriate documentation.

**I am aware that the Homeowners Association or Civic Association is not eligible to receive grant funding in the calendar year following the year of a grant award.**

As the President of the Homeowners Association making this submission to the City of Dublin's grant fund, I hereby certify that the Association is aware of the grant requirements and is able to fulfill its obligation. The funding and required match indicated in this submission will complete the proposed project.

\_\_\_\_\_  
Signature of Association President (use blue ink)

July 7, 2016  
\_\_\_\_\_  
Date

Gary Murcer  
\_\_\_\_\_  
Print Name

Lowell Trace Neighborhood Civic Association  
\_\_\_\_\_  
Name of Association



This letter confirms that I, \_\_\_\_\_  
(Company/agency or individual's name)

will partner with \_\_\_\_\_  
(Name of Association)

in the implementation of its Beautify Your Neighborhood grant project.

Our contribution will consist of (please check all that apply):

**Cash Donation** in the amount of \_\_\_\_\_

**In-kind donation of goods and/or services** in the amount of \_\_\_\_\_

(Please provide a detailed description of the service, supplies, equipment. For example, if providing professional services, include a description of the services, the dollar amount typically charged, ect.)

The total value of my donation is \$ \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE PRINT**

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

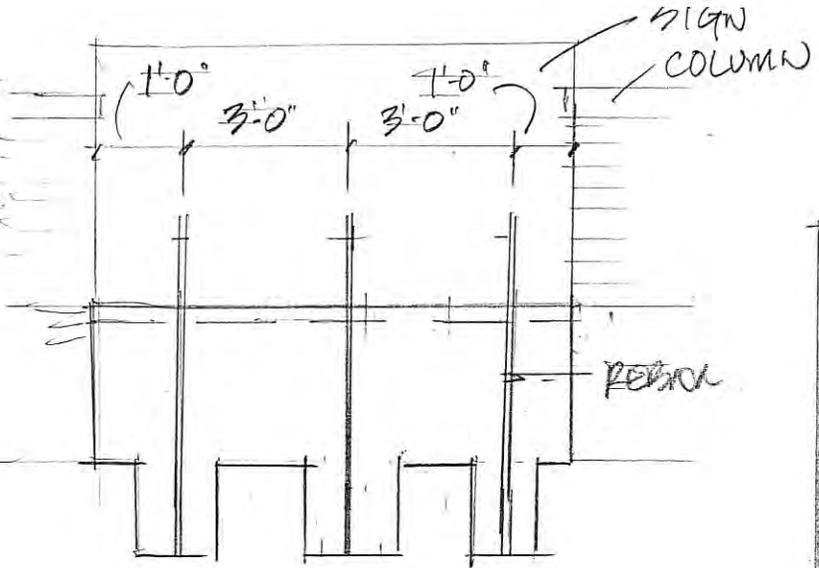
City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

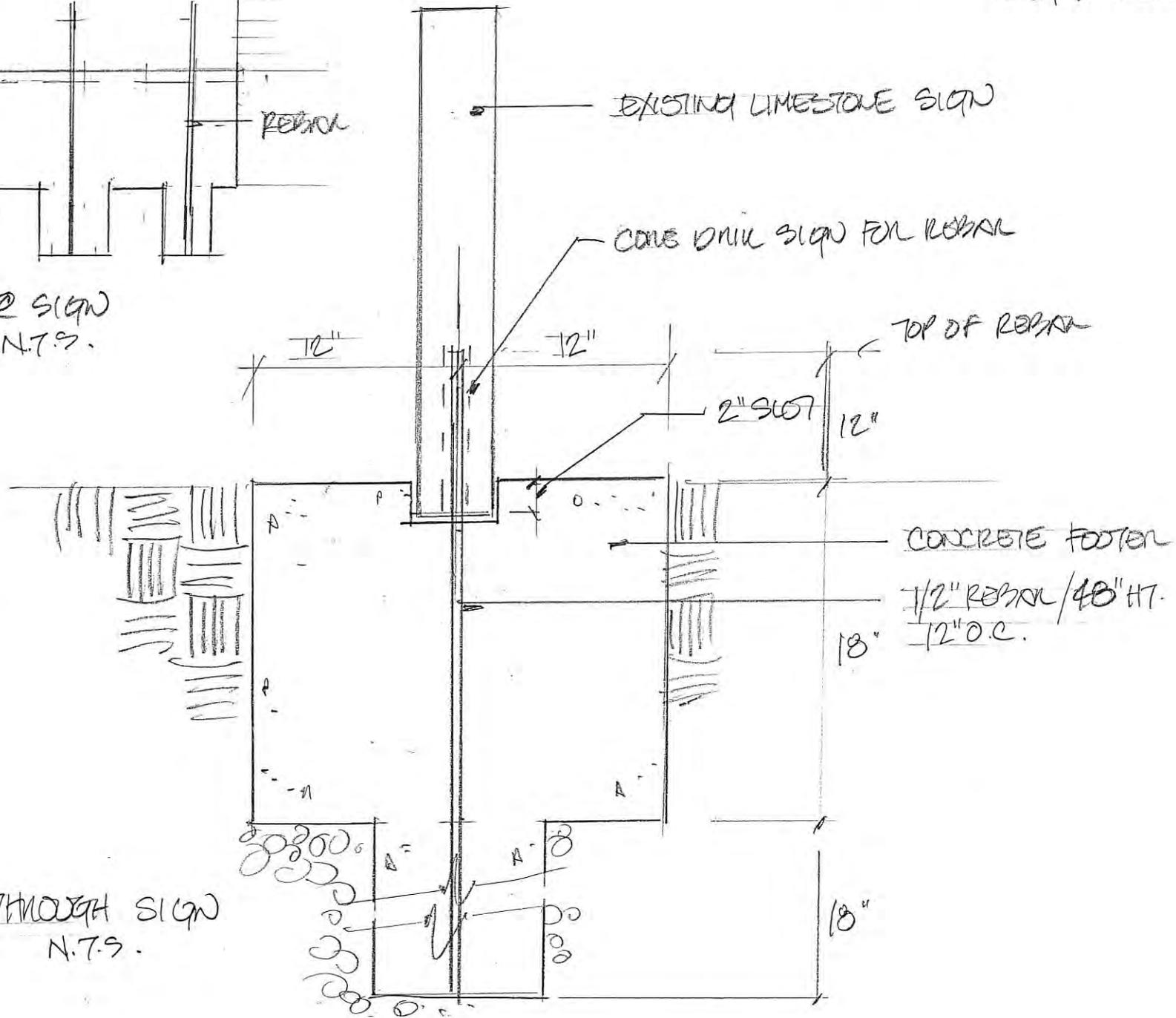
Email \_\_\_\_\_



TOWER TRUSS  
SIGNAGE FOOTER  
NOT TO SCALE



SECTION @ SIGN  
N.T.S.



SECTION THROUGH SIGN  
N.T.S.

EXISTING LIMESTONE SIGN

CONCRETE DRILL SIGN FOR REBAR

TOP OF REBAR

CONCRETE FOOTER

1/2" REBAR / 48" HT.

18" 12" O.C.

18"



CE





---

Landscape Improvements For  
Lowell Trace HOA  
Lowell Trace- Revised Entrance Landscape  
Dublin, Ohio

Dennis Karem

July 14, 2016

---

**I JOB:**

Landscape Improvements to the Lowell Trace entrance signage- intersection of Avery Road and Muirfield Drive, Dublin, Ohio. Work includes all labor and materials to complete job per EMI design revised and dated 12-21-15 attached.

**II SCOPE AND PRICES: (Prices do not include tax and are based on regular wage)**

**A. New Footer Option- Main Sign \$ 2,558.60**

Removal of sign-hold on site for reinstall  
Removal of footer

Excavation of new slot footer for sign

Approx. 8-0" length x 18" width x 18" ht. with 36" grade columns (see detail sheet)

Excavation for basing

Concrete install- 1 cubic yard over 6" gravel basing

½" rebar- 18" length/36" length with 12' exposed for sing install

Pre-drill holes in sign for install

At install use polyfill glue in holes and base prior to install of sign

Add additional stone to columns for caps to match top of height to sign at install

Labor and materials to complete work

**III CLARIFICATION OF SCOPE OF WORK AND WARRANTIES:** To the extent that the foregoing "Scope of Work" includes the following types of work, these clarifications are made. Inclusion of the clarifications herein without specific reference to such work in the "Scope of Work" shall not expressly or impliedly obligate EMI to perform such work.

**IV. OWNER RESPONSIBILITIES**

**A. LANDSCAPE BEDS:** Landscape beds and turf areas will be received, from owner, free of construction debris and within ½" of finish grade. Grade received must be of positive slope and allow for proper drainage. EMI is not responsible for rough grades as provided by others or for settling of grade caused by preexisting conditions beyond EMI's control.

**B. WATER:** Owner must supply an accessible water source. Plant areas will be watered following initial installation and be maintained by EMI until completion and acceptance of that phase of work. **Maintenance and watering of plants after acceptance will be the responsibility of owner unless noted otherwise.**

**C. PROPERTY BOUNDARIES:** The client is responsible for locating and marking the exact locations of all property lines and property line pins and markers. EMI will not be responsible for work that may extend beyond a property line that is not clearly marked.

**V. SITE PREPARATION:**

**A. UTILITIES:** EMI shall notify the Ohio Utilities Protection Service (OUPS) 3 days prior to construction to locate utility lines. Repairs to damaged utility lines that are covered under OUPS and are not marked are the responsibility of that utility. The client shall notify EMI as to the exact location of sprinkler lines, down spout lines, underground utilities and any other hidden or concealed installations. Repair to any and all such concealed contingencies shall be subject to additional charges.

**VI: TITLE TO MATERIALS:**

A. EMI shall procure and maintain, in effect during the term of this agreement, the necessary insurance coverage as required by the state of Ohio. Title to all materials supplied by EMI shall be and remain the sole property of EMI until payment has been received pursuant to the terms and conditions of the contract. EMI reserves the right to remove any and all material if contract amount is not paid.

**VII: PHOTOGRAPHING:**

A. EMI reserves the right to photograph the project for advertising purposes, project management documentation, awards submittals, etc.

**IX. WARRANTY:**

EMI warrants that it shall perform the work as defined in the "Scope of Work" in a workmanlike manner free of material defects. The warranty is limited to repair or replacement of warranted work and shall exclude any other implied or express warranties other than those set forth herein, including any warranty of fitness for a specific purpose.

**X. TERMS:**

Terms to be negotiated. Balance in full due upon completion of project with terms of net thirty days. **Prices do not include any applicable sales tax.** If delays in work occur due to factors beyond EMI's control (such as: weather, special order materials or other contractors not controlled by EMI), the client will be invoiced for work completed to date and subject to the terms listed herein.

Receivables which are 30 days past due will accrue interest at a rate of 1.5% per month. If EMI retains an attorney to collect any receivables, the client will be liable for reasonable attorney's fees.

This proposal constitutes EMI's offer to Owner upon the terms and conditions stated herein and shall become a binding contract upon Owner's acknowledgement. The proposal is expressly limited to the terms and conditions stated herein. Any additional terms and conditions proposed by Owner are expressly rejected and objected to by EMI.





Please review the program guidelines and requirements before completing this application.

**I. Applicant Information**

a) Association Name

WILLOW GROVE OF DUBLIN

b) First-time applicant? Please circle  or

c) Project Leader: CHRIS CONRAD Office Held: PRESIDENT

d) Adress: 5239 WILLOW GROVE PLACE SOUTH

e) Telephone: 614-560-1963 E-mail: CCONRAD@COLUMBUS.RR.COM

**II. Project Information**

a) Briefly describe the Beautify Your Neighborhood project including the location, existing conditions, specific need, and public benefit. Include any project planning documents such as landscape drawings, plans, maps, and/or pictures of the project area.

CONTINUE OUR RENOVATION OF THE FRONT ENTRANCES AT WILLOW GROVE. THE CAPPING AND RESUVENATION OF THE SERPENTINE WALL HAS BEEN COMPLETED. THE SECOND PHASE INCLUDED UPDATING THE LANDSCAPING. WE THINK OUR PLAN WILL BLEND IN WITH THE POST RD/EMERALD PKWY AND COFFMAN RD/EMERALD PARKWAY INTERSECTIONS.

\*PLEASE REVIEW THE ATTACHED LANDSCAPE PLAN FOR MORE DETAILED INFORMATION\*

b) Parcel number of proposed project area, can be obtained using GIS on City website at (<http://maps.dublin.oh.us/dubscopy/>)\_\_\_\_\_

**III. Funding Information**

a) Estimated Total Project Costs: \$ 13,865.01

Who provided this cost estimate(s)? HIDDEN CREEK LANDSCAPING INC  
 (Name, Title, Agency)

614-777-4254  
 (Phone Number)

b) Total amount of funds requested: \$ 5,000

c) Association 100% match, and any additional amount above 100% of grant request: 8,865.01

d) Total amount to be donated through in-kind donations and/or cash assistance: 0

Association dues and/or cash donations - 0

In-kind donations such as professional services or donated materials - 0

e) Itemized cost estimates:

ITEM	NUMBER OF UNITS	COST PER UNIT	TOTAL
	SEE DETAILED ATTACHMENT		

f) Please include:

- Association budget reflecting the ability to meet 1:1 matching requirements;
- Documentation reflecting the Association's current spending on landscape and landscape maintenance;
- Bank documents reflecting what the Association has in reserve, to demonstrate the ability to provide maintenance and upkeep for the proposed project;

**Please remove all account numbers from any bank statements that are submitted as part of the grant application**



This letter confirms that I, \_\_\_\_\_  
(Company/agency or individual's name)

will partner with \_\_\_\_\_  
(Name of Association)

in the implementation of it's Beautify Your Neighborhood grant project.

Our contribution will consist of (please check all that apply):

**Cash Donation** in the amount of \_\_\_\_\_

**In-kind donation of goods and/or services** in the amount of \_\_\_\_\_

(Please provide a detailed description of the service, supplies, equipment. For example, if providing professional services, include a description of the services, the dollar amount typically charged, ect.)

The total value of my donation is \$ \_\_\_\_\_

N/A

Signature \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE PRINT**

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_





I understand the Homeowners Association or Civic Association will be reimbursed by the City of Dublin upon satisfactory completion of the project. To receive reimbursement, I understand that original documents and receipts must be presented. No reimbursements will be made by the City without completion of the project and appropriate documentation.

**I am aware that the Homeowners Association or Civic Association is not eligible to receive grant funding in the calendar year following the year of a grant award.**

As the President of the Homeowners Association making this submission to the City of Dublin's grant fund, I hereby certify that the Association is aware of the grant requirements and is able to fulfill its obligation. The funding and required match indicated in this submission will complete the proposed project.

Chris Connors  
Signature of Association President (use blue ink)

7/5/16  
Date

CHRIS CONNORS  
Print Name

WILLOW GROVE OF DUBLIN  
Name of Association



**HIDDEN CREEK  
LANDSCAPING INC**

# Proposal

**Hidden Creek Landscaping Inc.**

**Client Name:** Willow Grove of Dublin  
**Project Name:** Revised Front Entrance per Sketch  
**Jobsite Address:** 5239 Willow Grove Place South  
 Dublin, OH 43017

**Billing Address:** Patterson Merkle & Associates  
 4900 Reed Rd.  
 Columbus, OH 43220

**Estimate ID:** 1076  
**Date:** June 06, 2016

All estimate pricing is valid for 30 days.  
 Sales tax shown is estimated only and will be accessed on final invoicing.  
 Deposit is required to reserve construction schedule placement.  
 Customer shall be assessed a 3% fee for all payments made with a credit card (Visa, MasterCard, Discover and American Express).

**Scope of Work:**

Removal of some shrubs and ground cover in the landscape beds along the main entrance by Emerald Parkway. In addition, add comtil for bed amendment to existing beds and till in organic matter into landscape beds. This includes the labor to remove shrubs only (no trees) and dump fees associated with the job. In addition plant new plant material based on sketches.

Elevate low limbs on the Honey Locust and remove lower deadwood, also remove 2 Crabapples and grind the stumps.

<b>Shrub and Ground Cover Removal</b>		<b>\$980.00</b>
1.00 Load	Dumping Fee	
<b>Bed Amendment</b>		<b>\$1,155.55</b>
10.00 Yards	Com-Til 1 cu yd	
<b>Install New Plant Material</b>		<b>\$9,572.77</b>
7.00 24-30"	BUXUS GREEN VELVET 24-30"	
46.00 #3	Hydrangea M. 'Endless Summer' G3	
4.00 #3	Hydrangea Pan Limelight	
14.00 #1	NEPETA FAA WALKER'S LOW - Install	
60.00 #1	HEMEROCALLIS HAPPY RETURNS - Install	
2.00 Each	Biotone- bag	
<b>Tree Work</b>		<b>\$1,189.36</b>
	Sub - Tree Care	
	Dumping Fee (Clean Fill)	

3940 Scioto Darby Creek Rd.  
 Hilliard, OH 43026

p. 614-777-4254  
 f. 614-777-4255

www.2thecreek.com  
 email: tr@2thecreek.com

<b>Subtotal</b>	<b>\$12,897.68</b>
<b>Taxes</b>	<b>\$967.33</b>
<b>Estimate Total</b>	<b>\$13,865.01</b>

3940 Scioto Darby Creek Rd.  
Hilliard, OH 43026

p. 614-777-4254  
f. 614-777-4255

[www.2thecreek.com](http://www.2thecreek.com)  
email: [tr@2thecreek.com](mailto:tr@2thecreek.com)

Landscape renovation# 1076

Page 2/3

**WARRANTIES**

Hidden Creek hereby assigns to Customer any and all warranties for the products purchased by Hidden Creek on behalf of the Customer. Customer understands that in the event of any claim concerning factory or manufacturer warranties that the Customer must prosecute such claim against the manufacturer and not against Hidden Creek. Under all circumstances, such warranties do not apply to the product beyond any date or time frame specified in such warranty, if any.

**HARDSCAPE WARRANTY**

Hidden Creek warrants all "hardscape" construction installed by Hidden Creek against defects in workmanship for a period of one year after the date of installation. "Hardscape" includes, but is not limited to: patios, walkways, paths and retaining walls. Material and workmanship shall be guaranteed for one year. Sand swept paver joints are not included in the Hidden Creek warranty.

**SOFTSCAPE WARRANTY**

Hidden Creek further warrants that all trees and shrubs installed by Hidden Creek, which are part of the work will live for a period of one year from the date of installation, provided the Customer properly follows watering and care instructions in the Maintenance Package provided to Customer by Hidden Creek, and are not subject to physical casualty, whether it be an intentional or unintentional destruction. Hidden Creek does not warrant any bushes, trees or shrubs previously installed but transplanted within the scope of the Project at Customer's request. Hidden Creek does not warrant perennials, annuals, bulbs, groundcover, lawn seed or sod, or plant materials in raised planters/ pots installed by Hidden Creek within the scope of the Project. Hidden Creek will be responsible for one time only replacement of any material installed by HCLI. Plant replacements will only be made during the plant replacement planting periods: (Spring) March 15-Jun 15 and (Fall) Sept 15-Nov 15. Plant replacements will incur a delivery fee of \$55 per man hour.

**IRRIGATION WARRANTY**

Hidden Creek provides manufacturer warranties for irrigation systems installed by Hidden Creek within the scope of the Project for one year. Provided that Hidden Creek performs all start-ups and winterization, HCLI warrants products to be free of defects in materials and workmanship for one year. All Rainbird Products carry a 5 year replacement warranty but will incur an hourly repair fee. This warranty does not extend to repairs, adjustments, or replacement of products which results from misuse, negligence, aeration, alteration, modification, tampering, or improper maintenance of the products.

**MANUFACTURER WARRANTY**

Hidden Creek provides manufacturer warranties for the following: fire features, water features, pottery/ planters, furniture, appliances, fixtures and other items installed by Hidden Creek within the scope of the project.

By \_\_\_\_\_  
Tom Rieder, LIC

Date 6/6/2016  
\_\_\_\_\_  
Hidden Creek Landscaping, Inc.

By \_\_\_\_\_

Date \_\_\_\_\_  
Willow Grove of Dublin



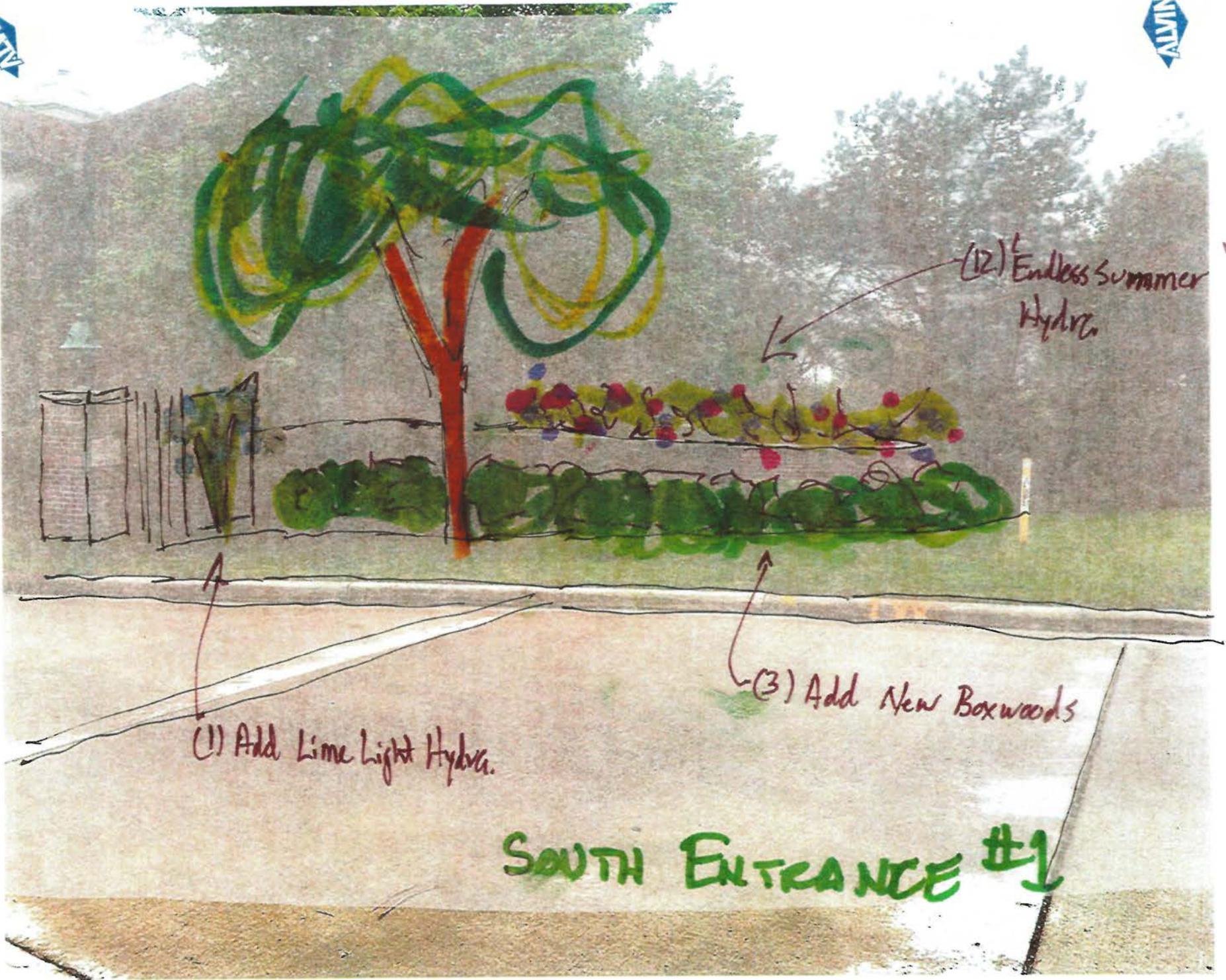
Remove Declining Boxwood  
Install CATNINET (7) 1 gal.

Remove (2) wrong type of boxwood & Install new boxwood

Install (15) Endless Summer Hydra.

Install (1) Lime Light Hydra.

SOUTH ENTRANCE #2



(2) Endless Summer Hydras

(1) Add Lime Light Hydras

(3) Add New Boxwoods

SOUTH ENTRANCE #1

ALVIN

ALVIN

\*LIMB UP  
HONEY LOCUST



Remove  
(2) Crab App

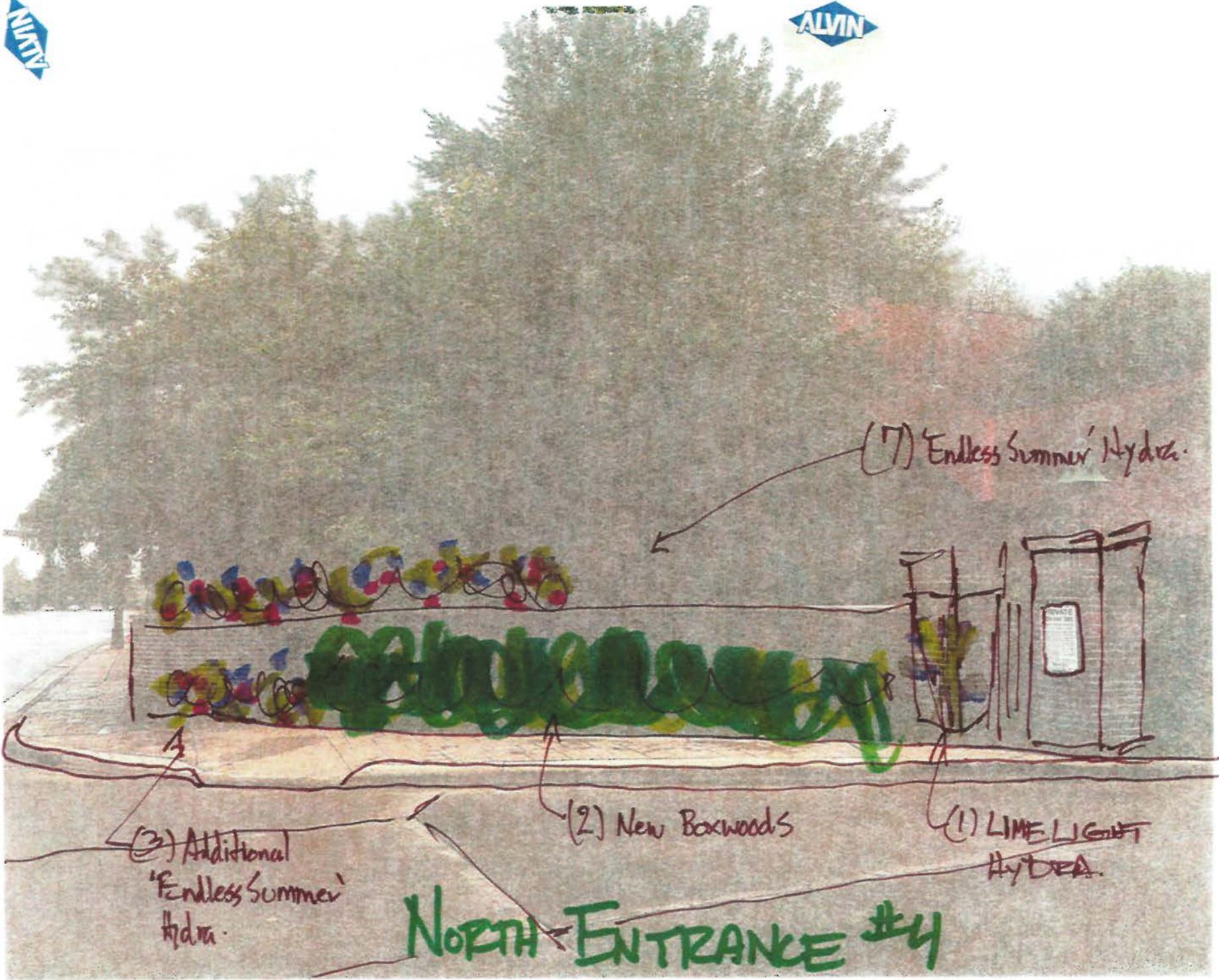
'Endless Summer  
Hydra.

(12)

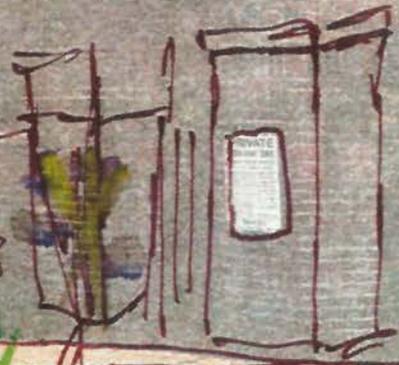
(3) Additional  
'Endless Summer' Hydra.

NORTH ENTRANCE #3





(7) 'Endless Summer' Hydra.



(1) LIMELIGHT HYDRA.

(2) New Boxwoods

(3) Additional 'Endless Summer' Hydra.

NORTH ENTRANCE #4

**Budget Comparison (Accrual)**  
**Willow Grove Condominiums - (wgrove)**  
**May 2016**

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
<b>CAPITAL EXPENSES:</b>									
Painting	0.00	0.00	0.00	0	0.00	0.00	0.00	0	90,000.00
Street Repairs	0.00	0.00	0.00	0	0.00	0.00	0.00	0	7,000.00
Landscape Improvements	0.00	0.00	0.00	0	0.00	0.00	0.00	0	10,000.00
Deck Replacement (East)	0.00	0.00	0.00	0	0.00	0.00	0.00	0	17,500.00
Concrete Repairs	0.00	0.00	0.00	0	0.00	0.00	0.00	0	7,500.00
Stucco Repairs	0.00	0.00	0.00	0	0.00	0.00	0.00	0	10,000.00
Foundation Repair	0.00	0.00	0.00	0	0.00	0.00	0.00	0	5,000.00
Retaining Wall Repair	0.00	0.00	0.00	0	20,100.00	0.00	-20,100.00	0	0.00
Masonry Chimney Repairs	0.00	0.00	0.00	0	0.00	0.00	0.00	0	12,420.00
Pool Furniture/Major Repairs	0.00	0.00	0.00	0	0.00	0.00	0.00	0	7,000.00
Meter Pack	0.00	0.00	0.00	0	0.00	0.00	0.00	0	12,500.00
<b>TOTAL CAPITAL EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>20,100.00</b>	<b>0.00</b>	<b>-20,100.00</b>	<b>0</b>	<b>178,920.00</b>
<b>NET RESERVE INCREASE(DECREASE)</b>	<b>-223.53</b>	<b>6,071.12</b>	<b>-6,294.65</b>	<b>-103.68</b>	<b>3,229.53</b>	<b>31,656.24</b>	<b>-28,426.71</b>	<b>-89.80</b>	<b>-136,532.00</b>

For the period 04/30/2016 to 05/31/2016

024855



WILLOW GROVE CONDOMINIUM ASSOC  
4900 REED RD STE 230  
COLUMBUS OH 43220-3164

Primary account number

Page 1 of 4

Number of enclosures: 0

For 24-hour banking sign on to  
 PNC Bank Online Banking on pnc.com  
FREE Online Bill Pay

For customer service call 1-877-BUS-BNKG  
Monday - Friday: 7 AM - 10 PM ET  
Saturday & Sunday: 8 AM - 5 PM ET

Para servicio en español, 1-877-BUS-BNKG

**Moving?** Please contact your local branch.

Write to: Customer Service  
PO Box 609  
Pittsburgh, PA 15230-9738

Visit us at PNC.com/mybusiness/

TDD terminal: 1-800-531-1648  
For hearing impaired clients only

**Business Checking Plus Summary**

Willow Grove Condominium Assoc

Account number: 42-0238-2711

Overdraft Protection has not been established for this account.

Please contact us if you would like to set up this service.

**Balance Summary**

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
161,369.75	190,798.09	203,544.82	148,623.02
		Average ledger balance	Average collected balance
		159,241.15	158,503.59

**Deposits and Other Additions**

**Checks and Other Deductions**

Description	Items	Amount
Deposits	6	17,993.17
ACH Additions	3	10,812.19
Other Additions	1	161,992.73
<b>Total</b>	<b>10</b>	<b>190,798.09</b>

Description	Items	Amount
Checks	29	40,881.84
ACH Deductions	1	229.05
Service Charges and Fees	1	2.00
Other Deductions	3	162,431.93
<b>Total</b>	<b>34</b>	<b>203,544.82</b>

**Daily Balance**

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
04/30	161,369.75	05/09	177,007.71	05/23	160,219.08
05/02	161,619.31	05/10	161,237.73	05/24	159,535.03
05/03	158,176.98	05/11	160,458.68	05/25	146,253.98
05/04	157,646.38	05/12	158,893.68	05/27	146,074.26
05/05	167,873.05	05/13	161,992.73	05/31	148,623.02
05/06	168,388.52	05/18	161,950.52		

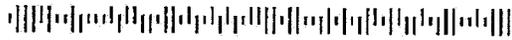


First Financial Bank, N.A.  
 300 High St  
 PO Box 476  
 Hamilton OH 45012-0476



May 31, 2016  
 Account Number

\*\*\*\*\*AUTO\*\*3-DIGIT 432  
 37851 0.4440 AT 0.399 128 1 404  
 Willow Grove Of Dublin Condo  
 4900 Reed Rd Ste 230  
 Columbus OH 43220-3164



**SUMMARY OF ACCOUNT(S)**

ACCOUNT NUMBER	ACCOUNT TITLE	CURRENT BALANCE
*****2092	Commercial Money Mkt Checking	\$196,583.48

**Checking Account**

Commercial Money Mkt Checking	Items Enclosed	0
Account Number *****2092	Statement Dates	5/02/16 - 5/31/16
Previous Balance 196,550.18	Days in this cycle	30
0 Deposit(s) .00	Average Daily Balance	196,550.18
0 Withdrawal(s) .00	Average Collected Balance	196,550.18
Service Charge .00		
Interest Deposited 33.30		
Ending Balance 196,583.48	2016 Interest Paid	163.20

**Deposits and Additions**

Date	Description	Amount
May 31	Interest Deposit	33.30

**Daily Balance**

Date	Amount	Date	Amount	Date	Amount
May 02	196,550.18	May 31	196,583.48		



\*\*\*\*\*2092