

Heritage Hills of Westchester - Condo 13

2021 Annual Report

July 28, 2021

Dear Condo 13 Neighbors:

Unfortunately, as of this writing, we still do not have valid results for the 2021 board election.

Enclosed with this mailing is another copy of the proxy ballot. IF YOU HAVE NOT YET VOTED, PLEASE FILL OUT A PROXY AND RETURN IT TO KAREN JAHN, C/O HERITAGE MANAGEMENT SERVICES, LLC, P. O. Box 265 Somers, NY 10589.

Also enclosed you will find 2021 Annual Reports for Finance, Maintenance, and Landscaping.

We have now resumed in-person meetings. All unit owners are welcome to attend. Our next scheduled meeting will be held on Thursday, August 19, 2021 at 7 PM Lake Lodge, Room 3.

Also included herein is Condo 13's Audited Financial Statement for 2020, which we provide residents each year. Please retain a copy of this statement for your condo file, as you may need it if you re-finance or sell your unit.

Thank you for your support and please stay safe and healthy.

Leslie Douwes
President,
Condo 13 Board of Managers

FINANCIAL REPORT – SUBMITTED BY CONNIE DUGAN, TREASURER:

Despite the uncertainties presented by the pandemic, Condo13 closed 2020 having met the key financial and maintenance goals set in the 2020 Budget:

- Cash, both from Operations and Reserves, grew significantly in 2020, bringing total Cash to \$596k at year-end. This equates to approximately \$6k per unit. Cash Reserves are forecasted to grow another \$60k in 2021, in-line and on-time to meet our long-term maintenance projects, such as Roof Replacements.
- While fixed costs, such as contract maintenance and insurance, make up over 60% of expenditures, discretionary spending in 2020 came in below Budget as a Lighting project was reprioritized/postponed. For 2020, the key project spending was in the areas of Drainage (\$38k) and Landscaping. An additional \$50k is budgeted for Drainage in 2021.
- Our approach to Condo 13 Finances remains steadfast:
 - Annual budgeting that builds Reserves for long-term spending requirements;
 - Modest Common Charge increases only as needed to meet future requirements; and,
 - An avoidance of unplanned and unexpected Assessments.

Thank you to our responsible community, experienced Board and to our Heritage Management Services team.

MAINTENANCE REPORT – SUBMITTED BY ARTIE DESIO, VICE PRESIDENT AND MAINTENANCE CHAIRMAN:

(1) Drainage work 376 A&B & 377 A&B. We put all the gutter down spouts into PVC pipes underground and ran them to a storm Basin to help remove some of water from building up after the rain.

(2) Drainage work in the back of 369 B, C&D & back corner of 370A We ran all gutter down spouts into PVC pipes underground to the storm Basin on the corner near the visitor parking.

(3) All PVC pipes were painted to match the unit's trim

(4) 384D major sewer blockage was addressed by the Condo Board, Karen Jahn from HMS, & the Sewer Co.

(5) Automatic on and off lighting was installed in all three carports

(6) Trash bins are being repaired as needed and are still under warranty by Cedar Ridge (who installed them).

(7) Gutter guards were installed on some of the units that had trouble with down spouts that were being blocked with leaves

(8) Cluster 381/386 #2 carport needed repair around all 8 support column footings because the asphalt started to settle, making holes around the column footings. A 2-1/2 foot support asphalt patch with a stone base was installed.

{9} Cluster 381/386 middle pathway to steps had a channel drain installed at the top of the pathway and a 2nd drain near the top of the steps; both drains go to open air.

(10) Electrical Box inspections- Overall we are in good shape. We did find a few Boxes that needed repair work.

Unit Box 376 A&B electrical board and power supplying meters were all replaced.

Unit Box 378 C,D&E electrical Board & meters were replaced

Unit Box 380 A&B electrical Board and supply were replaced

Unit Box 382 A&B electrical board and power supply to meters were replaced

Unit 392 A,B,C box needs new hinges and the box is loose, it needs to be fastened back to the wall. Unit 395 A,B,C Box needs new hinges & locking hook they have packing tape holding the left door on.

Any open holes found during the inspections were filled with spray foam help prevent rodents from getting into the unit wall.

All the others are good for now.

LANDSCAPING REPORT- SUBMITTED BY JOHN FAVA AND LESLIE DOUWES, LANDSCAPING COMMITTEE

The Landscape Committee, in consultation with the entire Board, hired a new landscape contractor- Fortunato Cambareri- starting August 1, 2020. We have thus far been pleased with our new landscaper and plan to renew our contract with him again in 2021.

Regular weekly maintenance of our extensive grounds continues. Last fall, our new contractor performed an extensive re-seeding of many grass areas throughout the condo and things are looking much greener this spring! In addition, our fall planting in 2020 included over 30 new shrubs in various areas as well as several new trees. Ongoing plans are to continue to remove dead or overgrown shrubs and replace them and add new ones as budget allows. Presently, seasonal applications of fertilizer, weed and grub control are also part of the program.

Tree maintenance, including tree removal as needed and pruning, occurs every fall and is a big project. The Landscape Committee walks the entire property with our arborist and notes any dead/dying or overgrown trees to be removed. In addition, we look for any areas where tree limbs are encroaching on buildings. Also this year, two additional trees needing urgent attention were removed.

Sawfly larvae are seriously affecting the few Mugho Pines in Condo 13 therefore this plant will not be recommended for new or replacement planting as well as Purple-leaf Plum. It should be noted that the landscaping contract does not include spraying insecticide on shrubs.

The Landscape Committee and Karen Jahn, our property manager, meets and communicates with our landscaping contractor on a very frequent basis. We try to respond to all residents' comments and feedback. Since hiring our new landscaping contractor, we have had positive comments and substantially fewer complaints.

Our condo has lots of property to care for and we spend significant money on it. The Landscape Committee will continue to work diligently to keep our property beautiful and to improve it.

VARIANCE REPORT – SUBMITTED BY KAREN JAHN, PROPERTY MANAGER:

Over the past year, the Board of Managers has reviewed and, in most cases, approved variance applications for numerous types of projects. These projects included window and patio door replacements, kitchen and bath remodeling and landscaping. Prior to contracting for any type of project, it is prudent to have a discussion with a neighboring board member or myself to determine if board approval is necessary.

**Condominium 13
Board of Managers
Somers, NY 10589**

PROXY

2021 ANNUAL ELECTION OF BOARD MEMBERS

The undersigned hereby appoints Leslie Douwes, Board President, as proxyholder to represent the undersigned and to vote to elect as indicated below three (3) members to the Board of Managers, each for a three-year term.

VOTE FOR A MAXIMUM OF THREE (3) CANDIDATES:

- Leslie Douwes**
- Connie Dugan**
- David Weiner**
- Other, write in _____**
- Abstain**

All candidates are incumbents.

Signed: _____

Print Name: _____

Unit No.: _____

Unit Type: _____