



CROSSGATES SOUTH HOA
951 Rohrerstown Road, Suite 204
Lancaster PA 17601
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January 8, 2021

Dear Crossgates South Homeowners,

I hope this letter finds you well!

After much consideration, the Crossgates South Homeowners Association Executive Board chose to postpone and not reschedule the annual meeting to ensure safety measures are taken with regard to Covid-19 Pandemic. Esquire Association Management is also not hosting any annual meetings indoors due to the pandemic, and the governor's mandate that gatherings of more than 10 persons indoors are not permitted. Furthermore, our chosen venue, Grace United Methodist Church, is not hosting large gatherings.

Enclosed you will find several handouts including the December 2019 Balance Sheet, and the 2019 Budget vs. Actual Report. Finally, a year's summary providing several projects completed and the status of the election.

As always, if you have any questions regarding this letter, please do you not hesitate to call us at (717) 824-3071 or email me at kgarland@esqmanagement.com.

Sincerely,

Kimberly Garland-Klopp
Community Manager

CSHOA 2019 Community Updates:

1. Lamp post memo mailed 3/2019 requesting members to ensure lamp posts are lit for aesthetics and safety. Members can also replace broken lamp posts with solar options or electric options.
2. Parking is always an issue in South. Reminders have gone out to be courteous of neighbors and utilize garages and driveway aprons.
3. Middlecreek contract renewed through December 2022 (landscaping) & March 31, 2022 (snow removal)
4. Walk Through with Middlecreek- May 2019
 - a. Turf was lacking nutrients
 - b. Wet weather = skip mowing
 - c. Dry weather = skip mowing
 - d. Weed control is liquid and safe when dry (within 2-3 hrs.)
 - e. Signs placed out when turf applications are done
 - f. Weed whacking requires more attention to detail
5. 2019 Winter Newsletter included notice to all members regarding the landscaping services provided by the HOA. Effective 1/2/2019 Members may not "opt out" of any services, members must receive a minimum of what the HOA provides. If members want to mow before mowing day, they may do so. (Per Section 1.(a)(iv) of the governing documents.

Section 1. (a)(iv): Maintenance of only grass areas (excluding grass within screened or fenced areas) within the residential lots of the Property (Lots 1 through 100) shall be the responsibility of the Association.

- a. The landscape contract includes mowing (28x), string trimming of all hard surfaces joining the turf and blowing of all grass clippings. Turf treatments (5 applications) total of 1 lime application, 1 pre-emergent weed, crabgrass and fertilizer application, 2 post emergent weed and feed applications and 1 winter prep application. Two fall clean-ups scheduled once at the end of October and once in late November.
6. Ice Melt- July 2019 the board voted to remove sidewalk/driveway ice melt from the contract leaving the decision up to the homeowners. Ice melt will only be applied to the streets.
7. Trash reminders- trash is collected by Manor Township approved vendor or Millersville Borough approved vendor. Millersville Borough = trash collected Monday morning between 5:00 AM – 6AM; Manor Township= trash collected dependent on selected approved vendor
8. Roof Colors- approved roof color in Crossgates South include Tamko Heritage Weathered Wood and GAF Timberline Weathered Wood.

2020 Community Updates:

1. Parking Pads repaved- Leacock Paving completed repaving of parking pads and line striping.
2. Soil samples/Turf rejuvenation with Middlecreek- Soil samples and turf renovations were largely successful, additional inspections will take place in spring 2021.
3. Capital Reserve Resolution passed for all resales and incoming buyers.

Treasurer's Report:

1. As of 12/31/19 the total income was \$120,775.97.
 - a. Income includes owner assessment income (\$112,536.19), resale income (\$1,700), interest income (\$1352.65), Late Fee income (\$1831.58), Unapplied cash income (includes prepaid assessments)
2. As of 12/31/19 the total expenses were \$132,451.70.
 - a. Expenses include: Grounds Contracted (\$79,918.32), snow removal (\$17,194.26), Mgmt. Fee (\$12,719), Insurance (\$1028), General Business (\$1094), Professional Fees (\$250), Resale Expense (\$700), Transfer to reserve (\$16,113), Write offs (\$3159.53).
3. The HOA was mostly within in the budgeted line items with overages focused on Grounds.

4. The total reserve account ending 12/31/19 was \$14,803.57 and the total operating ending 12/31/19 was \$35,657.29. There were two CDs totaling \$124,590.85.
5. Assessment Fees remain the same, \$185 per quarter and will remain the same for 2020.
6. Review of 2020 Budget.

Election:

In 2019 Nancy Harley and Carol LeVan were elected for two-year terms expiring in 2021.

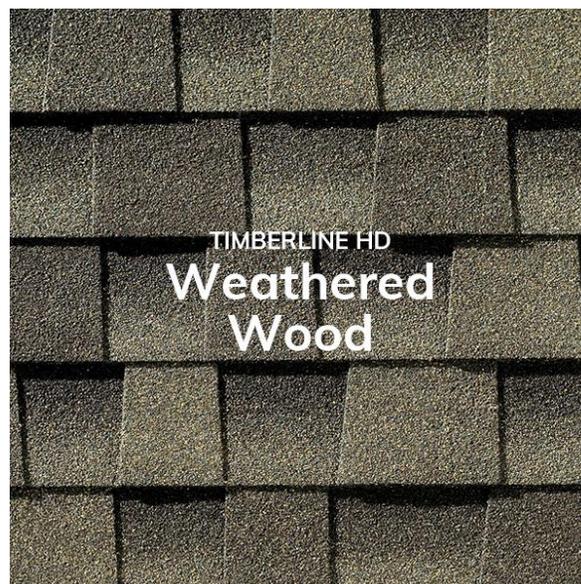
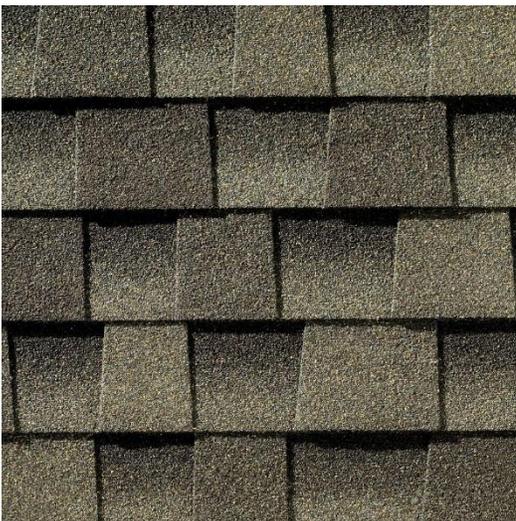
In 2020 Bill Murry was up for re-election for a one-year term. The Board affirmed the continuation to a new term in office.

Approved shingle:

Tamko Heritage Weathered Wood



GAF Timberline Weathered Wood



Crossgates South Homeowners Association, Inc.
Balance Sheet
12/31/2019

Assets

Cash

1000 - AAB - Checking	\$35,657.29
1004 - AAB - Reserve	\$14,803.57
1005 - AAB - CD	\$61,274.94
1007 - Certificate of Deposit	<u>\$63,315.91</u>

Cash Total

\$175,051.71

Assets Total

Liabilities and Equity

Equity

3200 - Opening Balance Equity	<u>\$127,565.37</u>
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Equity Total

\$127,565.37

Retained Earnings

\$43,049.07

Net Income

\$4,437.27

Liabilities & Equity Total

Crossgates South Homeowners Association, Inc.

Budget Comparison Report

12/1/2019 - 12/31/2019

	12/1/2019 - 12/31/2019				1/1/2019 - 12/31/2019				Annual Budget
	Actual	Budget	Variance	Percent	Actual	Budget	Variance	Percent	
Income									
<u>Income</u>									
3355 - Declarants Assessment Fee	\$0.00	\$1,422.88	(\$1,422.88)	(100.00%)	\$10,221.25	\$17,075.00	(\$6,853.75)	(40.14%)	\$17,075.00
3365 - Owner Assessment Fee	\$370.00	\$9,126.74	(\$8,756.74)	(95.95%)	\$112,536.19	\$109,520.00	\$3,016.19	2.75%	\$109,520.00
3375 - Resale Fee Income	\$175.00	\$52.12	\$122.88	235.76%	\$1,700.00	\$625.00	\$1,075.00	172.00%	\$625.00
3750 - Interest Income	\$122.95	\$0.00	\$122.95	100.00%	\$1,352.65	\$0.00	\$1,352.65	100.00%	\$0.00
3780 - Late Fee Income	\$37.00	\$0.00	\$37.00	100.00%	\$1,831.58	\$0.00	\$1,831.58	100.00%	\$0.00
4080 - Unapplied Cash Payment Income	\$11,024.10	\$0.00	\$11,024.10	100.00%	(\$8,865.70)	\$0.00	(\$8,865.70)	100.00%	\$0.00
Total Income	\$11,729.05	\$10,601.74	\$1,127.31	10.63%	\$120,775.97	\$127,220.00	(\$6,444.03)	(5.07%)	\$127,220.00
Total Income	\$11,729.05	\$10,601.74	\$1,127.31	10.63%	\$120,775.97	\$127,220.00	(\$6,444.03)	(5.07%)	\$127,220.00
Expense									
<u>Expense</u>									
4590 - Grounds - Contract Services	\$4,523.50	\$4,583.37	\$59.87	1.31%	\$79,918.32	\$55,000.00	(\$24,918.32)	(45.31%)	\$55,000.00
4675 - Snow/Ice Removal	\$0.00	\$3,166.74	\$3,166.74	100.00%	\$17,194.26	\$38,000.00	\$20,805.74	54.75%	\$38,000.00
5100 - General Repairs	\$0.00	\$154.24	\$154.24	100.00%	\$0.00	\$1,850.00	\$1,850.00	100.00%	\$1,850.00
5105 - Management Fees	\$1,085.00	\$1,036.00	(\$49.00)	(4.73%)	\$12,719.00	\$12,432.00	(\$287.00)	(2.31%)	\$12,432.00
5505 - General Insurance	\$0.00	\$104.13	\$104.13	100.00%	\$1,028.00	\$1,250.00	\$222.00	17.76%	\$1,250.00
6300 - General Business Expense	\$616.24	\$100.00	(\$516.24)	(516.24%)	\$1,094.59	\$1,200.00	\$105.41	8.78%	\$1,200.00
6335 - Professional Fees	\$0.00	\$83.37	\$83.37	100.00%	\$275.00	\$1,000.00	\$725.00	72.50%	\$1,000.00
6336 - Professional Fees - Reimbursable	\$0.00	\$0.00	\$0.00	0.00%	\$250.00	\$0.00	(\$250.00)	(100.00%)	\$0.00
6337 - Resale Fees Expense	\$0.00	\$31.25	\$31.25	100.00%	\$700.00	\$375.00	(\$325.00)	(86.67%)	\$375.00
6900 - Transfer to Reserve	\$1,342.75	\$1,342.75	\$0.00	0.00%	\$16,113.00	\$16,113.00	\$0.00	0.00%	\$16,113.00
6910 - Write offs	\$0.00	\$0.00	\$0.00	0.00%	\$3,159.53	\$0.00	(\$3,159.53)	(100.00%)	\$0.00
Total Expense	\$7,567.49	\$10,601.85	\$3,034.36	28.62%	\$132,451.70	\$127,220.00	(\$5,231.70)	(4.11%)	\$127,220.00
Total Expense	\$7,567.49	\$10,601.85	\$3,034.36	28.62%	\$132,451.70	\$127,220.00	(\$5,231.70)	(4.11%)	\$127,220.00
Operating Net Income	\$4,161.56	(\$0.11)	\$4,161.67	(3,783,336.36%)	(\$11,675.73)	\$0.00	(\$11,675.73)	100.00%	\$0.00
Reserve Income									
<u>Income</u>									
8000 - Reserve Transfer from Operating	\$1,342.75	\$0.00	\$1,342.75	100.00%	\$16,113.00	\$0.00	\$16,113.00	100.00%	\$0.00
Total Income	\$1,342.75	\$0.00	\$1,342.75	100.00%	\$16,113.00	\$0.00	\$16,113.00	100.00%	\$0.00
Total Reserve Income	\$1,342.75	\$0.00	\$1,342.75	100.00%	\$16,113.00	\$0.00	\$16,113.00	100.00%	\$0.00
Reserve Net Income	\$1,342.75	\$0.00	\$1,342.75	100.00%	\$16,113.00	\$0.00	\$16,113.00	100.00%	\$0.00
Net Income	\$5,504.31	(\$0.11)	\$5,504.42	(5,004,018.18%)	\$4,437.27	\$0.00	\$4,437.27	100.00%	\$0.00