



Meeting Announcement:
Annual Meeting - Thursday, November 10
7:00 pm at the YMCA



NEW HOA BUSINESS PROCEDURES

In August, the HOA Board sought approval to hire a management company to assist in the ever-growing list of responsibilities. The members voted the measure down.

The Executive Board must accomplish a tremendous amount of work and the list of volunteers is very short. In the past, expectations of quick responses from the Board to community members and external agencies (such as realtors) have necessitated Board members to be readily available, 7 days a week, and even working while on vacation.

The required work tasks have been reviewed to determine the best way to complete them, while balancing the fact the Board Members are volunteers. Effective immediately, the following procedures have been enacted to address how the Board will handle HOA Business:

- Correspondence must be conducted via the drop box, the HOA email, and/or the PO Box. Lot owners should not contact or discuss their concerns with any Board member outside an official board meeting. Emails for the Board must be sent to ashcombefarmshoa@yahoo.com.
- Executive Board meetings will only be held once per quarter as allowed by the By-laws. The Board meetings will be held in October, January, April, and July.
- The HOA email, drop box and PO Box will only be checked on the 1st and the 15th of each month for normal business; special arrangements with lot owners is the only exception. Correspondence may or may not be responded to right away. In addition, the secretary will not be expected to check or respond to emails when away from home, whether or not there is access to the internet.
- Lot owner requests will only be responded to twice a month, shortly after the 1st and the 15th. Lot owners must plan accordingly. There will be NO rapid turn-around of lot owner requests.
- Resale certificates will only be issued on the 1st and the 15th of each month. This information will be included in the letters to realtors when a home is listed. Emergency requests may be granted on a time availability basis for an additional \$60 fee.
- The newsletter will be reduced to only 2 pages to eliminate work and will only include truly necessary items. The newsletter with information for the annual meeting of the HOA may be an exception.

The Executive Board appreciates your consideration and cooperation in the new business procedures outlined above.



Snow Removal and the Town Home Fees

The Executive Board is sensitive to the current economic situation. Therefore, the Board has decided to not raise the monthly HOA Town Home fees. However, the Board is concerned about the potential for heavier than normal snowfall this winter as there has been a record rainfall amount since January 1, 2011.

The Executive Board wishes to remind Town Home lot owners of the HOA policy concerning the Town Home account. That policy reads as follows: *“Should at any time the town home account balance fall below \$15,000 the Executive Board shall assess an additional fee on all town homes double to the current monthly town home fee. The Board will assess this additional charge until the town home account reaches \$25,000. It shall be the responsibility of the Board to notify all town home lot owners no later than two weeks before the upcoming quarter bills are due. The notification should include the reasons for the increase, current town home account balance and projected date at which the town home account will reach \$25,000.”*

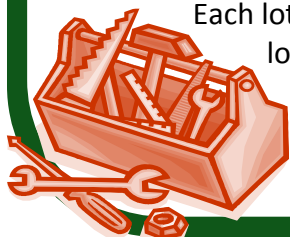
Town Home lot owners should be aware that if there are large snowfall amounts this winter, a Special Assessment as described in the policy above is likely to occur.

Please plan accordingly.

Lot Owner Request Form

Please note that the Executive Board requires advance approval for any change in the footprint of the home, patio, sidewalk, general additions, and any other improvements/changes to a property. Please use the approved form which can be found at the website. All requests for changes must comply with the Ashcombe Farms HOA By-laws and Regulations. Work may not begin until Executive Board approval has been granted. Please allow thirty (30) days from date of request for the Board to act and for work to begin. Verbal approval will not be given. You will receive a written decision from the Executive Board. You may be required to obtain a Dover Township building permit. The Executive Board does not have knowledge of the codes which require a building permit. This must be verified by the lot owner.

Each lot owner must submit their own request. Multiple lot requests will automatically be denied.



Annual Meeting Announcement

The Annual Meeting for
Ashcombe Farms Dover HOA
will be held on

Thursday, November 10, 2011

at the YMCA on Palomino Road.

The Annual Meeting will begin at

7:00 PM.

Please sign in with the Secretary.

Agenda

1. Executive Board President will open meeting and state purpose of Annual Meeting.
2. Secretary will determine if we have a quorum - Secretary will determine who is here and confirm accuracies of the proxies.
3. Secretary will summarize minutes of last meeting – Motion to approve.
4. Andy Shaffer, HOA Treasurer leads discussion regarding proposed budget for 2012.
5. Vote on proposed budget with a yes or no vote.
6. General discussion.
7. Annual Meeting will be adjourned.

Annual Budget Presentation

General Account Budget - 2012			
	Budget Year 2011	Year to Date (10/15/11)	Budget Year 2012
Revenue			
Estimated Beginning Balance	\$750.00	//	\$1,000.00
Estimated Annual Fees	\$28,525.00	\$28,314.00	\$30,970.00
Total Estimated Funds Available (Revenue)	\$29,275.00	\$28,314.00	\$31,970.00
Expenses			
Snow Removal	\$1,000.00	\$1,085.00	\$1,100.00
Common Area Lawn Care	\$14,000.00	\$10,450.00	\$14,000.00
Attorney Fees	\$4,000.00	\$1,391.00	\$4,000.00
Insurance	\$2,500.00	\$3,233.00	\$3,250.00
Property Taxes	\$1,900.00	\$1,882.00	\$1,950.00
Tax Prep / Financial Review	\$500.00	\$525.00	\$500.00
Bookkeeper	\$600.00	\$500.00	\$600.00
Office Supplies	\$200.00	\$176.00	\$200.00
Printing - General Mailings	\$150.00	\$37.00	\$150.00
Printing - Newsletter	\$800.00	\$353.00	\$800.00
Property Maintenance	\$2,000.00	\$1,925.00	\$2,000.00
Postage	\$500.00	\$458.00	\$500.00
Secretary	\$600.00	\$500.00	\$600.00
Miscellaneous	\$300.00	\$421.00	\$300.00
Total Estimated Expenses	\$29,050.00	\$22,936.00	\$29,950.00
Income Over Expense	\$225.00	\$5,378.00	\$2,020.00

Town Home Budget - 2012			
	Budget Year 2011	Year to Date (10/15/11)	Budget Year 2012
Revenue			
Estimated Beginning Balance	\$17,500.00	//	\$20,000.00
Estimated Town Home Fees	\$38,880.00	\$26,562.00	\$38,880.00
Total Estimated Funds Available (Revenue)	\$56,380.00	\$26,562.00	\$58,880.00
Expenses			
Snow Removal	\$12,500.00	\$9,320.00	\$12,500.00
Lawn Care	\$26,500.00	\$13,770.00	\$26,500.00
Office Supplies	\$250.00	\$0.00	\$250.00
Financial Review	\$500.00	\$250.00	\$500.00
Secretary	\$600.00	\$500.00	\$600.00
Bookkeeper	\$600.00	\$500.00	\$600.00
Total Estimated Expenses	\$40,950.00	\$24,340.00	\$40,950.00
Income Over Expense	\$15,430.00	\$2,222.00	\$17,930.00

	Budget Year 2011	Budget Year 2012
Annual Fee - Single Family Home	\$175.00	\$190.00
Annual Fee - Town Home	\$175.00	\$190.00
Monthly Fee - Town Home	\$30.00	\$30.00

Reserve Account Budget - 2012			
	Budget Year 2011	Year to Date (10/15/11)	Budget Year 2012
Revenue			
Estimated Beginning Balance	\$11,250.00	//	\$13,250.00
Resale Certifications	\$500.00	\$500.00	\$500.00
Initiation Fees	\$1,500.00	\$1,500.00	\$1,500.00
Penalties & Interest	\$300.00	\$2,600.00	\$300.00
Total Estimated Funds Available (Revenue)	\$13,550.00	\$4,600.00	\$15,550.00

EXECUTIVE BOARD

- Richard Farr - President**
- Karen Hetrick - Vice President**
- Judy Jackson - Secretary**
- Andrew Shaffer - Treasurer**
- Scott Fiske - Board Member**

Check us out online at
AshcombeFarmsHOA.com

Useful Names and Numbers

Emergency (Fire, Ambulance, etc)	911
Poison Control	1.800-222-1222
NYCRPD (non-emergency only)	717.292.3647
	www.nycrpd.org
Dover Township	717.292.3634
	www.dovertownship.org
	dovertwp@dovertownship.org
York County	www.york-county.org
State Elected Officials	www.legis.state.pa.us
Ashcombe Farms HOA	www.ashcombefarmshoa.com
	ashcombefarmshoa@yahoo.com
	Use Drop box at Ashcombe and Deerfield

Cars, Cars Everywhere and Not a Place to Park

In most planned developments parking is always at a premium and ours is no different. This is an area where neighbors get frustrated with others. We all need to be neighborly when it comes to sharing this limited resource. If you have on street parking, try to park in front of your own home. Town home over-flow parking is to be shared by everyone. There are many homes sharing a few spots. If you own too many autos, please consider parking them off-site. When having extended stay guests, please remind them of our parking "rules".

Northern York County Regional Police

HEADLINE NEWS - Be aware of what is happening in the area

- Dover Man Pistol Whipped During Robbery
- Vehicle Stolen In North York Borough
- Daytime Burglar Strikes Manchester Township Home
- Student Arrested In Dover High School For Possession With Intent to Deliver

When the bold branches bid farewell to rainbow leaves - Welcome wool sweaters.
 ~B. Cybrill

Visit: <http://nycrpd.org>

Please
 Keep
 An
 Outside
 Light On
 During
 Overnight
 Hours

