



Ashcombe Farms Newsletter

Dover, Pennsylvania 17315

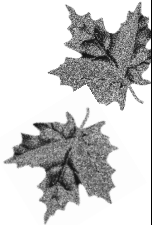
Volume 7, Issue 4



ATTENTION:

Dover Township's Leaf Drop Off Facility open on the 2nd and 4th Saturdays each month from 7:00 AM to 4:00 PM.

For More Info call 292-3634



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REMINDER: Political Signs

This is a reminder that political signs are not allowed to be posted in yards in our HOA. If you wish to do something to indicate preferences for a candidate, place the political sign inside your windows. The HOA has no jurisdiction regarding political signs placed inside your home. The same would be true for school signs Dover School District is selling to raise money. The Executive board would like to support our student. So if you were place a school sign **INSIDE** your house and in a window, the HOA would have no jurisdiction regarding signs placed *inside your home*.



ANNUAL MEETING ANNOUNCEMENT

The **Annual Meeting** for Ashcombe Farms Dover HOA will be held on **Thursday, November 21, 2013** at the YMCA on Palomino road. The Meeting will begin at **7:15 PM**. Please sign in with the Secretary.

Agenda

- Meeting Called To Order
- Secretary will determine if we have a quorum
- Secretary will summarize minutes of last meeting
- Presentation of Annual Budget
- Vote on proposed budget with a yes or no vote.
- Discussion of two proposed regulation changes
- General discussion
- Meeting adjournment

The Proposed Budget for 2014 is included in this newsletter. In addition, the proposed Budget will be available as a handout at the meeting. The two proposed regulation changes are included in the newsletter mailing.

Expanded Definitions to the HOA Regulations

Please add these expanded definitions to your HOA By-Laws and Regulations information. This will also be placed on the HOA website soon for further reference. These newly expanded definitions apply to all lots within the HOA, single family or town home.

(h) trailer – *This is defined to include not only recreational vehicles but also includes utility trailers. One day means one (1) day – even if moved and returned in the same day. When a single family lot owner is located on a corner lot and there is no way to fully place the utility trailer behind the house and hidden from view from the street and sidewalks, care must be given by the lot owner to place the utility trailer in such a position that it is behind the house and/or behind a shed so that any such utility trailer is hidden from public view as much as is possible, In any such situation, the Executive Board will have full authority to tell any lot owner where the utility trailer must be placed.*

(l) Decorative flags - *The Executive Board defines the term “decorative flag” in this regulation to mean such flags depicting a holiday, a season, a general welcome, or a sport team logo. **advertising devices** – The Executive Board defines these terms to mean signs, billboards, or advertising devices that would be placed in any area located on any lot within the HOA community. This does not extend to “Commercial vehicles” as there are already regulations governing commercial vehicles within the HOA.*

(m) No commercial vehicles allowed over night on Deerfield or Boxwood or their lots unless garaged -- *The Executive Board defines “commercial” – as any vehicle, van, or truck, with business markings. Magnetic signs that are removed are allowed. Prohibited commercial vehicles shall not include any emergency vehicles, such as police, military, firefighter, or ambulance, which may be parked in a lot owner’s driveway in conjunction with said resident’s or lot owner’s occupation or avocation.*



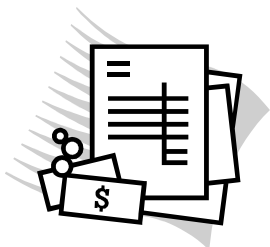
Paying HOA Fees

Please remember all HOA fees are to be sent to:

Dennis Bowman,
Redstone Financial Services,
17 Parkland Court,
Gettysburg, PA 17325.

Placing HOA fee payments in the HOA Drop Box or mailing them to the HOA PO Box could **delay** having your payment processed appropriately.

All checks need to be made out to **Ashcombe Farms Dover HOA.**

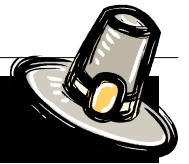


Financial Statement

Ashcombe Farms Dover HOA Income & Expense vs. Budget January through August 2013

	Jan - Aug 13	Budget	% of Budget
Income			
General Account Income			
GA Annual Fees	28,797.34	39,120.00	73.6%
GA Undesignated Funds	215.55		
Total General Account Income	29,012.89	39,120.00	74.2%
Reserve Account Savings			
RA Initiation Fees	3,600.00	4,200.00	85.7%
RA Penalties & Interest	699.38	2,500.00	28.0%
RA Resale Certifications	600.00	700.00	85.7%
RA Undesignated Funds	284.45		
Total Reserve Account Savings	5,183.83	7,400.00	70.1%
Townhome Income			
TH Income Fees	30,157.50	48,000.00	62.8%
Total Townhome Income	30,157.50	48,000.00	62.8%
Uncategorized Income	210.75		
Total Income	64,564.97	94,520.00	68.3%
Expense			
General Account Expenses			
GA Attorney's Fees	2,504.37	3,000.00	83.5%
GA Bookkeeper	750.00	400.00	187.5%
GA Common Area Lawns	7,827.25	26,000.00	30.1%
GA Insurance	501.00	3,250.00	15.4%
GA Miscellaneous	0.00	620.00	0.0%
GA Newsletter Printing	98.85	400.00	24.7%
GA Office Supplies	95.68	200.00	47.8%
GA Postage	192.40	500.00	38.5%
GA Printing - General Mailings	260.42	150.00	173.6%
GA Property Maintenance	0.00	2,000.00	0.0%
GA Secretary	450.00	600.00	75.0%
GA Snow Removal	145.00	1,200.00	12.1%
GA Tax Preparation/ Fin. Review	130.00	800.00	16.3%
Total General Account Expenses	12,954.97	39,120.00	33.1%
Reconciliation Discrepancies	20.00		
Townhome Expenses			
Miscellaneous	0.00	150.00	0.0%
TH Bank Charges	0.00	50.00	0.0%
TH Bookkeeper	200.00	1,600.00	12.5%
TH Financial Review	0.00	400.00	0.0%
TH Lawn Care	12,235.30	30,000.00	40.8%
TH Office Supplies	0.00	200.00	0.0%
TH Secretary	350.00	600.00	58.3%
TH Snow Removal	1,680.00	15,000.00	11.2%
Total Townhome Expenses	14,465.30	48,000.00	30.1%
Total Expense	27,440.27	87,120.00	31.5%
Net Income	37,124.70	7,400.00	501.7%

Bookkeeper or Management Company?



It has come to the Board's attention that there are some lot owners believe that the Executive Board has hired a management company and that is why lot owners send their checks to the bookkeeper in Gettysburg. This is simply not true. There was a vote within the HOA regarding hiring a management company in August 2011. The community voted to not hire a management company. Without the authority of the community as described in the HOA By-laws, the Executive Board cannot hire a management company.

However, according to the By-laws, the Executive Board may hire people to do some of the work of the HOA. The By-laws further state that the Board may do this without a vote of approval of the community. The Developer transferred the managing of the HOA to the Executive Board in July 2003. Ever since that time the HOA through the Executive Board has hired a Bookkeeper. Each and every bookkeeper the HOA has had was hired to do this job. Each bookkeeper has been paid a very nominal salary. The only difference between hiring the current bookkeeper and the two previous bookkeepers is that Dennis Bowman, our current bookkeeper, does not live within our HOA community.

Our previous two bookkeepers have had various degrees of experience prior to becoming our bookkeeper. However, Mr. Bowman is a professional bookkeeper and keeps the books for several other HOAs and he carries his own bonding insurance.

The Executive Board is diligent in protecting the money of the HOA. We have several safe guards in place to protect the HOA's money, these include:

- A Board member sees every bill that is forwarded to the bookkeeper.
- The bookkeeper may only deposit money. He has no authority to withdraw money.
- All checks written by the HOA must have two signatures and this is in place at the bank. Our account is flagged to have two signatures on every check. The bookkeeper is not a signatory for the HOA. The Board's policy is that only Board members may have check signing privileges for the HOA.
- There are three Board members who may sign the checks. That helps to ensure the availability of two Board members being home to sign checks. These three Board members have the ability to track the HOA's bank accounts on the bank's website. That ensures one more layer of security.
- The Bookkeeper sends very thorough financial records to all Executive Board members every month. The three signatories can match those records with the Bank's records on line.
- The bookkeeper comes to every Board meeting and the Board is able to ask any question about the finances of the HOA.



There is a very big difference between hiring a management company and hiring a bookkeeper.

The Executive Board has not hired a management company.

2014 Budget

Ashcombe Farms Dover HOA Income Expense vs. Budget Worksheet 2014

Annual Meeting
November 21 @ YMCA

	Year-to-Date Dec 1, '12 - Sep 26, 13	Budget 2013	Budget 2014	Difference 2013 - 2014
Income				
General Account Income (\$240.00/Per)				
GA Annual Fees	37,803.94	39,120.00	\$ 39,120.00	\$ -
GA Undesignated Funds	215.55	0.00	\$ -	\$ -
Total General Account Income	38,019.49	39,120.00	\$ 39,120.00	\$ -
Cash Reserves				
Contributions from General	\$ -	\$ -	\$ 500.00	\$ 500.00
Contributions from Townhome	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
Total Cash Reserves Savings		\$ -	\$ 1,500.00	\$ 1,500.00
Capital Reserves Account				
RA Initiation Fees	4,200.00	4,200.00	\$ 4,200.00	\$ -
RA Penalties & Interest	741.91	2,500.00	\$ 1,000.00	\$ (1,500.00)
RA Resale Certifications	700.00	700.00	\$ 700.00	\$ -
RA Transfers from other Ac'cts	1,538.77	0.00	\$ -	\$ -
RA Undesignated Funds	284.45	0.00	\$ -	\$ -
Total Reserve Account Savings	7,465.13	7,400.00	\$ 5,900.00	\$ (1,500.00)
Townhome Income				
TH Income Fees (\$125.00/Per)	33,730.00	48,000.00	\$ 50,000.00	\$ 2,000.00
Total Townhome Income	33,730.00	48,000.00	\$ 50,000.00	\$ 2,000.00
Uncategorized Income	390.75	0.00	\$ -	\$ -
Total Income	79,605.37	94,520.00	\$ 95,020.00	\$ 500.00
Expense				
General Account Expenses				
GA Attorney's Fees	1,862.12	3,000.00	\$ 3,000.00	\$ -
GA Bookkeeper	2,175.00	400.00	\$ 450.00	\$ 50.00
GA Common Area Lawns	17,550.25	26,000.00	\$ 26,000.00	\$ -
GA Insurance	3,147.00	3,250.00	\$ 3,250.00	\$ -
GA Miscellaneous	0.00	620.00	\$ 130.00	\$ (490.00)
GA Newsletter Printing	98.85	400.00	\$ 400.00	\$ -
GA Website management			\$ 240.00	\$ 240.00
GA Office Supplies	95.68	200.00	\$ 200.00	\$ -
GA Postage	464.18	500.00	\$ 200.00	\$ (300.00)
GA Printing - General Mailings	349.84	150.00	\$ 350.00	\$ 200.00
GA Property Maintenance	0.00	2,000.00	\$ 600.00	\$ (1,400.00)
GA Secretary	550.00	600.00	\$ 600.00	\$ -
GA Snow Removal	145.00	1,200.00	\$ 1,200.00	\$ -
GA Contribution to Cash Reserves			\$ 2,000.00	\$ 2,000.00
GA Tax Preparation/ Fin. Review	130.00	800.00	\$ 500.00	\$ (300.00)
Total General Account Expenses	26,567.92	39,120.00	\$ 39,120.00	\$ -
Reconciliation Discrepancies				
	20.00	0.00	\$ -	\$ -
Townhome Expenses				
Miscellaneous	0.00	150.00	\$ 100.00	\$ (50.00)
TH Bank Charges	0.00	50.00	\$ 50.00	\$ -
TH Bookkeeper	200.00	1,600.00	\$ 2,250.00	\$ 650.00
TH Financial Review	0.00	400.00	\$ 300.00	\$ (100.00)
TH Lawn Care	20,588.10	30,000.00	\$ 30,000.00	\$ -
TH Office Supplies	0.00	200.00	\$ 200.00	\$ -
TH Secretary	450.00	600.00	\$ 600.00	\$ -
TH Snow Removal	1,680.00	15,000.00	\$ 15,000.00	\$ -
TH Contribution to Cash Reserves			\$ 1,500.00	\$ 1,500.00
Total Townhome Expenses	22,918.10	48,000.00	\$ 50,000.00	\$ 2,000.00
Total Expense	49,506.02	87,120.00	\$ 89,120.00	\$ 2,000.00
Net Income	30,099.35	7,400.00	\$ 7,400.00	\$ -

Check us out on line at
AshcombeFarmsHOA.com

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

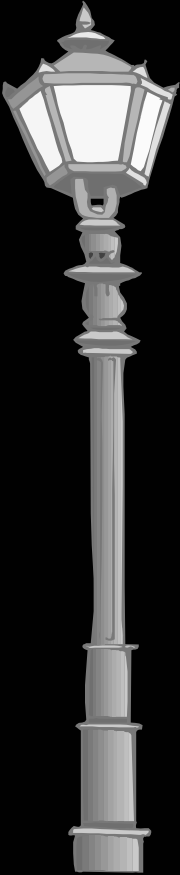


which require a building permit. This must be verified by the lot owner. Each lot owner must submit their own request. Multiple lot requests will automatically be denied.

Executive Board
Richard Farr - President
Karen Hetrick - Vice President
Judy Jackson - Secretary
Scott Fiske - Treasurer
Mike Swank- Board Member

Top Noncompliance Issues:

- 1) **Keep Outside Light on Overnight**
- 2) **Trash Can Stored Out of sight**
- 3) **Cleaning Up "Dog Dirt"**
- 4) **Lot Owner Requests**
- 5) **Recreation vehicles stored out of sight**



USEFUL NAMES AND NUMBERS

Emergency (Fire, Ambulance, etc)	911
Poison Control	1.800.222.2222
NYCRPD (non-emergency only)	1.717.292.3647
	www.nycrpd.org
Dover Township	1.717.292.3634
	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
	Drop box at Ashcombe & Deerfield



The speed limit in our neighborhood is 25 mph!
 Our neighbors are enjoying the fall weather.
DRIVE SAFELY!

