



Crestline Townhomes Homeowners Association

Community News • 4th Quarter Fall 2011

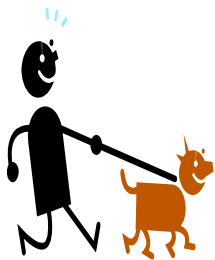


You're Invited to the Annual General Membership Meeting

The annual meeting of the Association is scheduled for the month of **November 2011**. The main purpose is to hold Board member elections and present the 2012 budget. **In order to meet the quorum requirement, we need 25% of the homeowners to vote.** To vote, homeowners must be in good standing with their assessments/dues. **It is extremely important that you attend the meeting or turn in your proxy to the Management Company!**

Stay tuned for additional information as we confirm the date, location and time. **You will receive a formal notice in the mail within 10 days prior to the meeting.**

The dues will increase to \$162.30 a month. This will cover the monthly expenses. Please check the financials on the website to see the breakdown of expenses covered by your dues.



ATTENTION DOG LOVERS

Many of the residents in our townhomes own and love their pets, but **NOBODY** loves dog poop. We don't want to look at it, smell it, or step in it! It is up to the dog owners to clean up immediately after their dog. If you notice someone not cleaning up after their dog – **PLEASE** do something about it – say something to the person, or send an email to our property manager – your name will remain anonymous. Contact Mary Duval: mduval@diversifiedprop.org.

All pets must be on a leash at all times. Pets should not be allowed to run free and should not be tied outside. This will result in a violation and fines.



Rules & Regulations Update

The Board of Directors would like to update you on some recent business that they are working on...

The Rules and Regulations have recently been amended for your community. Enclosed is a copy for your review. As an owner, it is your responsibility to ensure that your tenants receive this copy of the Rules and Regulations as soon as possible.

The trim repairs/painting will begin next Spring 2012. We are still in the process of collecting the assessment fees.

WHAT DOES YOUR PROPERTY MANAGER DO?

Living in a homeowners association means we have to have a management company. A portion of your monthly Association Dues pays the "Management Fee".



What does a property management company do? Here is a partial list:

- Interacts with the title company each time a townhome unit is bought or sold
- Prepares the checks for payments for all Association bills
- Assists the Board in locating and selecting vendors and contractors to maintain the property
- Interacts with vendors and contractors to ensure the maintenance of the property is followed
- Inspects the condition of the property twice per month to identify problems and violations
- Sends infraction letters to violators and prepares fines
- Maintains the bookkeeping and accounting of all Association funds
- Receives complaints and concerns by phone and email from homeowners
- Prepares collection letters and accounting statements for homeowners late on their dues
- Interacts with the Association's attorney regarding pending lawsuits and collections
- Advises the Board of Directors in all areas regarding management of the Association
- Conducts annual meeting and elections, including preparing the ballots and mailings
- Prepares and sends the Association's newsletters to keep homeowners informed

Your Community Update

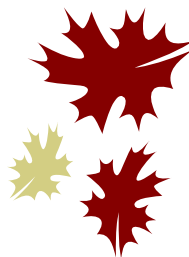
Board Members: Vivian Sparrow, Gregory Griggs, Richard Lodge, Susan Oetting, Stella Chastin

Dues: Monthly \$135.25 (2011) / \$162.30 (2012)
Roof Assessment: \$26.77 monthly. Full loan payment due 2013.

Total Homeowners: 39

To find your HOA documents including financials, forms, meeting notices & minutes, payment information and more, go to

www.diversifiedprop.com.



Pumpkin Cupcakes

Ingredients

- **CUPCAKES:**
- 2 cups all-purpose flour
- 2 teaspoons baking powder
- 1 teaspoon cinnamon
- 1/4 teaspoon nutmeg
- 1/4 teaspoon ginger
- 1/4 teaspoon salt
- 1/2 cup vegetable oil
- 1 1/4 cups sugar
- 2 eggs
- 1 teaspoon vanilla extract
- 1 cup canned pumpkin
- **CREAM CHEESE FROSTING:**
- 3 cups confectioners' sugar
- 1 8-ounce package cream cheese
- 4 tablespoons butter
- 1 teaspoon lemon juice
- Yellow and red food coloring
- Pretzel nuggets (stems)



Instructions

1. Heat the oven to 350° and line a 12-cup muffin tin with bake cups. In a large mixing bowl, stir together the flour, baking powder, cinnamon, nutmeg, ginger, and salt. Set the mixture aside.
2. In a separate mixing bowl, stir together the oil and sugar. Whisk in the eggs and stir in the vanilla extract.
3. Pour the wet ingredients over the dry ingredients and gently stir the mixture until well combined. Explain to your child that s/he should stir only until there are no longer any pockets or streaks of flour.
4. Stir the pumpkin into the batter until it is thoroughly combined. Spoon the batter into the lined muffin tins. Bake for 20 minutes or until a knife inserted in the middle of one cupcake comes out clean. Let the cupcakes sit in the tin for 10 minutes and then remove to a rack to cool thoroughly.
5. Meanwhile, make the Cream Cheese Frosting. In a medium-size mixing bowl, beat together the confectioners' sugar, cream cheese, butter, and lemon juice until smooth. Add about 12 drops of yellow food coloring and 4 drops of red food coloring and beat until the frosting turns orange.
6. For authentic-looking pumpkins, pipe on the frosting to resemble a pumpkin's ridges. Fill a sealable plastic bag with frosting, snip a small hole in the corner, and pipe curved lines over each cupcake. (An easier option is simply to frost each cupcake orange and draw ridges from top to bottom with a butter knife.) Use pretzel nuggets for the pumpkin stems and cut flattened green gumdrops into leaves. Makes 12 cupcakes.

Parking Rules

- Each unit will be designated one parking space that is numbered. Guest parking is for guests only. Unit Owners with a garage and driveway must park their vehicle in their garage or driveway only. Any extra vehicles must be parked in the cul-de-sac or outside the community.
- If someone is parking in your parking spot, you have the authority to tow the vehicle.
- Vehicles which are parked on subdivision property illegally, without current license plates, or have not been moved for a period of 3 days or longer, shall be determined abandoned and may be towed and/or ticketed.