



Homeowners Association

Foxchase Homeowners Association · PO Box 520 · Meadow Lands, PA 15347
Email: foxchasehob@gmail.com · Phone: 724-949-0369 · Website: www.foxchasehoa.org

November 4, 2024

Dear Foxchase Residents,

The Foxchase Homeowner's Association Board (HOB) issues this annual newsletter to keep residents updated on the matters and concerns of the Foxchase community and to provide notification of the annual **HOA meeting which will be held on Monday November 25th at 7:00 pm**. The meeting will be held at the North Strabane Municipal Building, 1929 Route 519.

If you are not able to attend the annual meeting, you must complete the enclosed Proxy form and give it either to a resident that will be attending, send it to the address listed on the proxy form, or email it to the Foxchase email address (foxchasehob@gmail.com) in advance of the November 25th meeting.

Thank you for taking the time to read this annual newsletter. We ask you review the information contained in this newsletter and share the contents, as appropriate, with those in your household.

The Foxchase Homeowners Association Board (HOB) is responsible for:

- Enforcement of the Bylaws, rules and regulations governing the Foxchase Homeowners Association
- Maintaining and improving the common areas within Foxchase
- Addressing and resolving property issues of concern for our residents
- Reviewing and approving property modifications
- Formulating and maintaining the community budget
- Selecting and managing contractors to provide HOA services for landscaping, snow removal, lawn care, etc.
- Managing all legal matters associated with the HOA
- Maintaining the relationship with Malone Property Management Services
- Communicating with North Strabane Township (NST) regarding township business that is of concern to the Foxchase community

The HOB are volunteers that are serving our neighbors and neighborhood to maintain and manage our community. Everyone within our community plays a part in helping maintain our beautiful neighborhood. If you are interested in serving your community as a member of the Foxchase Homeowners Association Board, please contact the HOB via email at foxchasehob@gmail.com to make a nomination. All nominations for 2025 Board positions must be received by Monday November 18th.

We look forward to seeing you at the annual meeting in November.

Sincerely,
Foxchase HOA Board

Foxchase Community Information

Foxchase Community Facebook Page

The Foxchase HOB manages a Foxchase Facebook page to provide an easy platform for our neighbors to communicate and share information. It has been helpful for residents to find lost items, share neighbor events, advertise garage sales and solicit recommendations for contractors, service providers, etc from the community members. The HOA also uses this page to communicate fertilization, asphalt sealing and other provided services.

We do ask that any HOA business be directed to the HOA email address directly (foxchasehob@gmail.com.) and not posted on Facebook.

If you are on Facebook, we encourage you to join this private Facebook group, *Foxchase Community*.

Update HOA Contact Information

An effective way to communicate with our residents is via email. We currently only have email addresses for about 90% of our residents. Help us out and please take a minute and send an email to the HOA (foxchasehob@gmail.com) with your name, address, email and phone. Hint: If you haven't gotten an email from Foxchase within the last year, that is a good sign we are missing your email address.

Community Events

From time to time, residents are interested in organizing a community garage/yard sale. If you are interested in organizing a neighborhood garage/yard sale, please contact the HOA at foxchasehob@gmail.com. We will do our best to help coordinate the effort. Using the community Facebook page is another great way to organize events with your neighbors.

Street & Gravel Lot Parking

Street parking is not permitted by North Strabane Township. If for any reason residents need to park on the street overnight, you need to notify the township and the police, or you are likely to get a ticket. Call the township at 724-746-8474 from 8:30 am to 4:30 pm on weekdays and let them know you need overnight parking, and the police will be notified. If after normal hours, call 724-350-6062.

If you are having a party or some other event with many visitors and they will be parking on the street, please ask them to all park on the same side of the street. Parking vehicles opposite each other on the street causes a very dangerous situation.

Residents can also make use of the gravel parking lot near the stop sign at Foxchase and Hunting Creek for overflow parking. ***This lot is available with advanced request and authorization from the Foxchase HOA Board.*** If you would like to use the lot, please contact the HOA Board at foxchasehob@gmail.com.

Along with our service providers, parents of school-aged children use this lot for temporary parking to drop off and pick up children from the bus stop. Please help accommodate these parents and service providers by having the lot available during weekday mornings and afternoons during the school year.

If you are parked at the gravel lot without prior HOB authorization your vehicle may be towed at the owner's expense. We prefer residents to be respectful of each other and not park in the gravel lot without preauthorization. We prefer not to tow unauthorized vehicles for the lot but will take action if we continue to receive complaints from residents about unauthorized parking in the gravel lot.

Neighbor Disputes & Issues

If you have a dispute with any of your neighbors, we first encourage you to speak to your neighbor directly to try and resolve your concerns. We hope that all of our neighbors will be respectful towards each other and work together to resolve minor issues.

The HOA Board does get engaged, when appropriate, for the enforcement of HOA bylaws, rules, regulations, or covenants. If you have concerns regarding legal matters (noise, fireworks, property damage, etc) please follow proper procedures with North Strabane Township or the North Strabane Township Police Department.

HOA Service Providers

In 2024 we switched landscape providers to Bell Landscaping and asphalt sealing to Todd's. We receive ongoing compliments from residents regarding Bell's services, so we intend on continuing to use Bells going forward.

If you have a compliment or concern for any of our service providers, we encourage you to contact them directly. This contact information is also available on the HOA Website.

Superior Lawn Care

Fertilization, weed control & grub control:
Bob Haynor - 724-925-3200.

Bell Landscaping

Lawn mowing, Mulching & Snow Removal services:
Patrick - 724-344-4912 - patrick@bellscapes.com

Todd's Asphalt Sealing

Common area blacktop sealing:
www.toddsasphalt.com – toddsasphalt@comcast.net

Should you contact one of our service providers regarding a service they provide to the Foxchase Community and not receive a response, please contact the HOB for assistance. Since we are now collecting and tracking service preferences from residents who receive HOA services, you no longer need to contact service providers directly for regular service requests.

We have been working to establish a database of the desired HOA provided services for each Carriage and Townhome unit. If you have not provided your preference to the Foxchase HOA, please contact us right away. Having these preferences helps us ensure we are delivering the appropriate services and assists us in soliciting competitive bids from service providers.

Property Modifications

All residents are required to receive pre-approval from the Foxchase HOB for a variety of projects such as, but not limited to, exterior changes to your residence, additions, driveway changes, pools, hot tubs, patios, decks, fences, significant landscaping changes, etc. Please review the Foxchase HOA Covenants, Conditions, and Restrictions to determine if your project requires HOA approval.

Our recommendation is, when in doubt, submit a property modification form or at least contact the HOB to determine if one is needed. We are happy to review your project and ensure that it meets the neighborhood standards set forth in the Foxchase HOA Covenants, Conditions, and Restrictions. Save yourself the hassle, make sure your project is approved by the HOB before construction begins.

Please do not assume just because you got a building permit from North Strabane Township you do not need to submit a property modification. The exact opposite is very likely true – if you need a building permit, you will almost always need an approval from the HOB.

The Property Modification form is available on the HOA website. The HOA Board works diligently to provide quick reviews and decisions to all property modifications.

To help us review your property modification quickly, please ensure your application includes:

- The Property Modification Form from the HOA Website
- A comprehensive description of the work to be performed
- Approximate time to accomplish the project
- If you are doing exterior changes, illustrate your changes on your plot plan and submit that with your changes. Including a plot plan is always a good idea. If you do not have a plot plan, you can request a copy from Washington County.

As the homeowner, it's important that your contractor operates in a professional and responsible manner. You are responsible for your contractor at all times.

HOA Dues & HOA Accounts

In accordance with the Association Declaration, every homeowner is obligated to pay HOA assessments when due. The HOA assessments pay for the services provided throughout the year. Many residents find it easy to set up automatic bill pay through their bank or pay HOA dues quarterly, monthly or even annually in advance (not arrears) to reduce missed and late payments.

As written in the HOA bylaws, residents/owners who do not stay current with their monthly assessments will face legal action up to and including having a judgment placed against their home and bearing the cost of all legal fees and costs incurred.

Property Exteriors

It is important that every resident keeps up with the maintenance and upkeep of their house and unit exteriors. Not only does it keep our neighborhood looking great, but it also helps drive positive property values, which is good for every resident.

HOA rule 2021.2 states that all carriage and townhomes are designed to have a pleasant and cohesive look. All residents should keep their mulch beds properly maintained by removing excessive weeds and overgrowth. Carriage and Townhome residents must also receive HOA approval via the Property Modification Request for any changes to the exterior of their units including exterior paint color, roof color and mulch beds/landscaping designs.

While the HOA currently provides mulching and edging service every even year, the HOA does not provide ongoing maintenance such as weeding, trimming, etc for plants and vegetation in mulch beds and yards. These tasks are the responsibility of each individual unit owner.

Mailboxes

Mailboxes must be maintained in **good repair** or replaced with BLACK boxes and WHITE posts in keeping with the original look, effective for all mailboxes installed after October 20, 2014.

If your mailbox is being held together by duct tape, bungee cords or is missing pieces and parts, then it is NOT in good repair or in compliance with community standards. We ask everyone please inspect your mailbox and mailbox post periodically to ensure that it is still in good repair. If you need help, please contact your HOA Board and we can refer you to resources that can help.

New Foxchase Sign

This summer, our original Foxchase sign at the McDowell entrance lost its battle with gravity, fell and broke into several pieces. We were able to work with Paige Signs in McMurray to get a new sign made and installed within a couple of weeks. This new sign is fastened with screws to the brick so hopefully this one will last a good long time. Thank you to Paige Signs for their quick response!

Yard Signs

Please keep in mind the rules for signage at Foxchase. The Foxchase Declarations, Rules and Regulations states that “No sign of any kind shall be displayed to the public view on any Lot for a period of sixty (60) days or more without prior written consent of the Board of Directors of the Association”. We kindly ask that you comply with this rule.

Pet Owners

Throughout 2024 the HOA received several complaints regarding pet owners not cleaning up after their pets. Please be respectful of our community and abide by the “Poop & Scoop” HOA rules. This includes not only cleaning up your pet’s waste but disposing of it properly and not in storm drains, behind the Foxchase sign or tossing it on common property.

Please refer to the HOA website for details regarding this ‘Poop & Scoop’ rule including the penalties for not following the rules regarding pet waste.

We appreciate all Foxchase pet owners doing the right thing and cleaning up after their pets.

2025 Budget & HOA Dues

Historically, the Foxchase HOA runs a very conservative budget, and the Foxchase HOA Board works diligently to keep costs as low as possible while delivering the required and needed services. We plan the budget with very little, if any financial surplus each year.

After being able to hold monthly assessments without an increase in 2024, due to increasing costs for services, we must increase the monthly assessments in 2025.

When we switched landscaping providers, we saw a cost increase in some of the landscaping services we purchase. While some costs increased, we were able to negotiate some more aggressive pricing on certain services, especially mulch and edging. This spring we received several requests from residents asking that the mulch and edging service be performed every year rather than every other year.

The more aggressive pricing from Bell Landscaping for mulch and edging presents an opportunity for us to adjust the timing of this service from every other year to every year with relatively modest incremental increases in monthly assessments.

The proposed increases for 2025 include the increasing costs of all services provided *and* the incremental costs for the expanded service of providing edging and mulch **every** year. Having mulch and edging completed every year should make a big difference and keep our mulch beds looking clean and fresh.

Housing Type	Current Monthly Assessment	Proposed 2025 Monthly Assessment	Increase \$
Single Family	\$24.00	\$25.00	\$1.00
Carraige Home	\$79.00	\$90.00	\$11.00
Odd # Townhome	\$62.00	\$70.00	\$8.00
Even # Townhome	\$81.00	\$86.00	\$5.00

The enclosed budget provides details regarding the services provided, the associated costs and the allocation between different unit types. We will review this budget at the annual meeting and can answer any questions at that time. If you have questions and cannot attend the annual meeting, please send us an email.

Proposed 2025 HOA Provided Services

All Foxchase Units/Common Property:

- Maintenance and upkeep of all common property
- Insurance on all common property
- Management of the Homeowners Association
- Contract management for all HOA service providers
- Enforcement of all bylaws, rules and covenants
- Lawn services that include mowing, trimming, bagging of grass, annual tree trimming/raising & lawn fertilizer treatment for common property
- Apply Mulch and Mulch Bed edging **every** year to common property
- Aeration, Lime and Overseeding of lawns every even year to common property
- Sealing of all blacktop on common driveways every odd year

Carriage Homes:

- Lawn services that include mowing, trimming, bagging of grass, annual tree trimming/raising & lawn fertilizer treatment
- Apply Mulch and Mulch Bed edging **every** year (front and side of units)
- Aeration, Lime and Overseeding of lawns every even year
- Snow removal and snow/ice melt application for sidewalks (over 1" of snow)

Odd and Even Town Homes:

- Lawn services that include mowing, trimming, bagging of grass, annual tree trimming/raising & lawn fertilizer treatment
- Aeration, Lime and Overseeding of lawns every even year
- Apply mulch and Mulch Bed Edging **every** year (front & side of all units, rear of certain units)

Even Townhomes Only

- Snow removal and snow/ice melt application for sidewalks (over 1" of snow)
- Snow removal and snow/ice melt application for rear common driveways (over 1" of snow)
- Sealing of all blacktop on common driveways every odd year

Annual Meeting & Agenda

The Annual Meeting is scheduled to be held on Monday, November 25, 2024 at 7:00 PM at the North Strabane Municipal Building 1929 Route 519. The agenda for the meeting, which is listed below, will be to discuss any concerns from Foxchase residents and review and vote on the 2025 budget.

If you are not able to attend the annual meeting, you must complete the Proxy form contained within and give it either to a resident that will be attending, send it to the address listed on the proxy form, or email it to the Foxchase email address (foxchasehob@gmail.com) in advance of the meeting.

**Foxchase Homeowners Association
Annual Meeting
November 25, 2024 at 7:00 PM.
North Strabane Municipal Building**

Agenda

Call to Order

Current HOA provided services

Review of the current & proposed HOA provided services

Annual Budget

Review of the proposed 2025 Budgets & Services
Motion and Vote on budget and services

New Business

New business from residents

Election of the 2025 Foxchase Board of Directors

Review candidates for HOA Board of Directors
Motion and Vote to elect Board members for 2025

Adjournment

Foxchase Homeowners Association

C/O E. M. Malone Services Co., Inc.

P.O. Box 520, Meadow Lands, Pa. 15347

PROXY

Per the rules of procedure duly noted in the Foxchase Plan of Lots, North Strabane Township, A Limited Planned Community, Declaration of Covenants, Conditions and Restrictions, members may vote at any Annual or Special Meeting by Proxy if signed by Unit Owners.

Foxchase HOA must receive proxies at the above address by Wednesday, November 20, 2024, or at the meeting itself on Monday, November 25, 2024 in order for the proxy to be counted for voting and quorum purposes.

I/We _____ and _____
(Complete names of all owners of record)

Being the owner(s) of the homeowner unit located at _____
(Street address including city, state, and zip code)

and being (a) member(s) in good standing of the Fox Chase Community Association, under the provisions of the duly recorded legal instruments governing the Association do hereby authorize and appoint:

_____ of _____
(Full name of proxy holder)

(Street address including city, state, and zip code)

Said person having duly represented himself/herself as being a member in good standing of the community, to be my/our Proxy, to represent me/us on the issues to be discussed at the membership meeting of the Foxchase Community Association to be held on November 25, 2024 at the Supervisors Meeting Room, at 1929 Route 519 South in the North Strabane Township Municipal Building, Canonsburg, PA 15317 and to vote on my/our behalf on the issues submitted to a vote at this meeting.

This Proxy carries with it full right for the Proxy Holder to cast his/her vote(s) as he/she feels fit.

Signature of Person Granting Proxy Date

Signature of Person Granting Proxy Date

Signature of Person Granting Proxy Date

ATTEST:

Board Member's Signature Date

Foxchase HOA 2025 Budget							
			Common/unit	Carriage Homes/unit	Odd # Townhomes/unit	Even# Townhomes/unit	Notes
Service	2025 Cost	Monthly Fee	111 units	27 units	14 units	18 Units	
Annual General Administrative							All expenses via EM Malone. Split evenly between all units
EM Malone - Accounting & Management	\$ 5,000.00	\$ 416.67	\$ 3.75	\$ -	\$ -	\$ -	
Insurance - HOA and Common Property Insurance	\$ 1,400.00	\$ 116.67	\$ 1.05	\$ -	\$ -	\$ -	
Tax Prep - EM Malone	\$ 200.00	\$ 16.67	\$ 0.15	\$ -	\$ -	\$ -	
Website - Hosting	\$ 400.00	\$ 33.33	\$ 0.30	\$ -	\$ -	\$ -	
Legal Fees	\$ 3,500.00	\$ 291.67	\$ 2.63	\$ -	\$ -	\$ -	
Postage	\$ 225.00	\$ 18.75	\$ 0.17	\$ -	\$ -	\$ -	
Office Expense - Printing and Supplies	\$ 300.00	\$ 25.00	\$ 0.23	\$ -	\$ -	\$ -	
Bank Charges	\$ 100.00	\$ 8.33	\$ 0.08	\$ -	\$ -	\$ -	
Misc Expenses	\$ 900.00	\$ 75.00	\$ 0.68	\$ -	\$ -	\$ -	
Annual Property Maintenance							
Annual Common Outside Lighting	\$ 850.00	\$ 70.83	\$ 0.64				Street light and front entrance power cost. Split evenly between all units
Snow Removal & Salt/Calcium Applications (Common Property only)	\$ 6,252.00	\$ 521.00	\$ 4.69				\$521/occurrence. Budget 12 occurrences/year. Split evenly between all units
Snow Removal & Salt/Calcium Applications (TH & CH Sidewalks Only)	\$ 6,252.00	\$ 521.00	\$ -	\$ 10.61	\$ 7.33	\$ 7.33	\$521/occurrence. Budget 12 occurrences/year. Expense split 55%/45% CH/TH
Snow Removal & Salt/Calcium Applications (TH with back drives)	\$ 2,496.00	\$ 208.00				\$ 11.56	\$208/occurrence. Budget 12 occurrences/year. Split evenly between even # TH
Mowing & Weed Prevention (common mulch and gravel areas) based on 20 times/ year	\$ 20,000.00	\$ 1,666.67	\$ 2.70	\$ 27.84	\$ 19.22	\$ 19.22	\$1000/occurrence. Budget 20 occurrences/year. 18% to Common, 82% to CH & TH. 55%/45% CH/TH
Common Area Tree Pruning	\$ 758.00	\$ 63.17	\$ 0.57				Split evenly between all units
TH and CH Tree Pruning	\$ 1,033.00	\$ 86.08	\$ -	\$ 1.75	\$ 1.21	\$ 1.21	Expense split 55%/45% CH/TH
Mulch beds - Common Area (edge & mulch - every even year)	\$ 2,700.00	\$ 225.00	\$ 2.03				Split evenly between all units
Mulch beds - TH & CH (edge & mulch - every even year)	\$ 5,300.00	\$ 441.67	\$ -	\$ 9.00	\$ 6.21	\$ 6.21	Expense split 55%/45% CH/TH
Annual Retention Pond Maintenance	\$ 2,000.00	\$ 166.67	\$ 1.50				Split evenly between all units
Leaf Clean Up	\$ 2,600.00	\$ 216.67	\$ 0.35	\$ 3.62	\$ 2.50	\$ 2.50	\$1300/occurrence. Budget 2 occurrences/year. 18% to Common, 82% to CH & TH. 55%/45% CH/TH
Blacktop Sealing & Repair (Common Property Only - every odd year)	\$ 2,074.00	\$ 86.42	\$ 0.78				Split evenly between all units
Blacktop Sealing (TH w/ rear drive only Only - every odd year)	\$ 2,074.00	\$ 86.42	\$ -			\$ 4.80	Split evenly between all even townhomes
Grass Fertilization, weed, grub Control	\$ 6,845.00	\$ 570.42	\$ 0.93	\$ 9.53	\$ 6.58	\$ 6.58	18% to Common, 82% to CH & TH. Expense split 45%/55% CH/TH
Aeration, Lime, Overseed (every even year)	\$ 4,095.00	\$ 170.63	\$ 0.28	\$ 2.85	\$ 1.97	\$ 1.97	18% to Common, 82% to CH & TH. Expense split 45%/55% CH/TH
Total Annual Expenses	\$ 69,111.00						
Total Bi-Annual Expenses (even year services)	\$ 4,121.50						
Total Annual Expense:	\$ 73,232.50						
			Common	Carriage Home	Odd Townhome	Even Townhome	
	HOA Monthly Assessments:	\$ 25.00	\$ 90.00	\$ 70.00	\$ 86.00		
	Annual Revenue:	\$ 15,600.00	\$ 29,160.00	\$ 11,760.00	\$ 18,576.00		
	Total Annual Revenue:	\$ 75,096.00					
	Total Annual Costs:	\$ 73,232.50					
<p><i>For costs split between common budget and CH/TH budgets, common budget carries 18% of the cost, CH/TH carries 82%. Further, CH/TH split the 82%, 55% CH and 45% TH.</i></p> <p><i>For costs only associated with CH/TH, the total cost is split 55% CH and 45% TH</i></p>							