

2021 Neighborhood Directory



Homeowners Association

PO Box 68 Collierville, TN 38027

2020 Board of Directors

President:	Renee Samuels	rhsamuels@yahoo.com
Treasurer:	Matt Kinnear	- 7
Secretary:	MJ Doran m	j.almadalefarms@gmail.com
Member:	John Erickson	
Property Manager:	Daphne Winton daphne	einoffice@almadalefarms.org

Office Hours:

Tuesdays Noon - 5:00 p.m. Saturday 9:00 a.m. - Noon Office Phone: (901) 861-1028

Web Site: www.almadalefarms.org

NOTE: This directory is for the private use of Almadale Farms Homeowners only.

Any commercial/business use of this directory is prohibited.

Almadale Farms Home Owners Association

Homeowner information for this directory came from the previous directory, communication with homeowner, and title companies. We have exerted our best efforts to make the information accurate and current.

We appreciate any updates, corrections or additions to the directory that you wish to submit. Please send updates to Daphne to be included in next year's directory.

Please make note that our mailing address has changed. Please send ALL payments and ALL other correspondence (including Architectural Request Forms) to the following address:

Almadale Farms HOA PO Box 68 Collierville, TN 38027

This change is a safety measure to assure all dues payments and association business are secure until Daphne picks them up from the Post Office. The lock box by her office door has been removed. Please do NOT send any mail to the Clubhouse address on Hartwell Manor. This street mailbox is only checked twice a week and is NOT secure.

Architectural Requests may require samples to be delivered to the clubhouse during office hours. (Tuesdays noon until 5 pm & Saturdays 9 am until Noon)

FYI: In case you are wondering, the "2" in the Collierville zip code is not a typo. The "2" is the post office's designation for PO Boxes.

Almadale Farms Annual Homeowners' Meeting

The Annual meeting is held every third Thursday in February. A quorum of 51% is required to hold an official meeting and elect members for the Board of Directors. If we do not meet the quorum requirements, the BOD has an informal meeting with those in attendance reporting on neighborhood accomplishments and improvements, and plans for the coming year.

Almadale Farms Web Site

You can find our web site at www.almadalefarms.org. Please refer to the web site for Architectural Change forms, Clubhouse Rental forms, Covenants and Restrictions, Garden Advice and more.

Almadale Farms Email News and Alerts

Sign up for neighborhood area news, events, Neighborhood Watch notices and information about lost and found neighborhood pets. Contact mj.almadalefarms@gmail.com.

Almadale Farms Newsletter

The newsletter is mailed to homeowners quarterly. Homeowners are encouraged to submit business articles, achievements, items for sale, requests or events to mj.almadalefarms@gmail.com. Deadlines are the 7th of March, June, September and December.

Clubhouse Rental

The Clubhouse is available for rental by homeowners for their personal use only. Rental fee is \$125 with a security deposit \$500. The pools and pool deck are NOT included in Clubhouse rental. Forms can be found on our website.

How To Connect With Your Neighbors

There are many opportunities to be involved in Almadale Farms through community events, work projects, and service on committees or the Board of Directors. Contact Daphne or a Board member for more information.

Special Events Past and Present

- Garage Sale (April & October)
- Easter Egg Hunt
- Pet Day (May)
- Back to School Pool Party (June)
- 4th of July Parade (July)
- National Night Out (August)
- Movie Night (September)
- Oktoberfest (October)
- Ladies Ornament Exchange (December)
- Visit with Santa (December)

We would love to have more volunteers for Social Activities, Pool Committee and Yard of the Month. Anyone interested in organizing these events or others, please contact Daphne at daphneinoffice@almadalefarms.org. We are interested in your ideas!

Almadale Farms Book Club

Come join us every third Thursday for Book Club Time: 7:00 PM. A great opportunity to meet your neighbors and discuss the latest books. Each host chooses the book to be read which allows for a wide genre of topics and storylines to discuss through questions designed to highlight the Characters, Plots, and Themes. Even if you haven't finished the book of the month, you are welcome to come and join the discussion! Wine and hors d'oeuvres are served. Contact Mary Ann Roden for more information maryannroden@aol.com

Nextdoor.com and Facebook

Nextdoor.com is a private social networking website that connects neighborhoods in their general area. One of our neighbors, Amy Chambers, hosts a Facebook page called Almadale Farms Neighborhood. On both sites, people share recommendations about workers, babysitters, pet sitters and more. You can list items for sale or advertise your business. It is also used as a Neighborhood Watch and for lost and found pets.

Almadale Farms Dues

Dues are payable January 1st and July 1st (\$600 per year—two payments of \$300). To avoid late charges, please be timely with your payments. If you have any questions, please contact Daphne.

FYI on Lamp Posts and Sidewalks

Lamp Posts: Homeowners are responsible for maintaining and repairing the lamp posts on their property. These fixtures are quite pricey, so regular inspection for stability can prevent potentially expensive repairs or replacement. The HOA replaces light bulbs and regularly checks for non-working lamps. If you see yellow tape on your lamp post, it may be a bad bulb or a bad sensor. You will be notified if a new bulb does not solve the problem.

Sidewalks: Homeowners are responsible for repairing broken sidewalks on their property.

Storm Drains No Dumping

Have you noticed the round medallions next to every storm drain in our neighborhood? This is to remind you that storm drain runoff is not treated and goes directly into our detention lakes and then to the Wolf River. That's why it is important to insure pollutants such as animal waste, automotive fluids, fertilizers, pesticides, yard waste & litter do not end up in the gutters and storm drains. Please keep your gutters clear of litter and grass clippings and consider the environment around us.

Garage Sales

The Covenants allow for two neighborhood wide garage sales in the Spring and Fall. No other garage sale or sales of any type are allowed to take place for any reason (including but not limited to, estate sales, moving sales, yard sales, cars for sale, etc.) except during the two neighborhood garage sales and are limited only to the days advertised by the HOA. Daphne will place ads in several newspapers and Craig's List. Feel free to place you own ads as well. You can find a basket of balloons on Daphne's office door to attach to your mailbox during the sales.

Architectural and Landscaping Change Requests

The purpose of the Architectural Review Committee (ARC) is to review plans that include but are not limited to, structural additions, significant changes to exterior appearance and property (paint colors, fencing, pool installations, patios, major landscaping changes, etc.). Article VII of our Declaration of Covenants, Conditions and Restrictions (CCRs) provides additional information.

To serve our homeowners on a timely basis the ARC requires an Architectural Change Application be completed for all requests. Both a form and checklist are available to download on our website. Completed forms should be submitted at least 30 days before work begins.

The ARC is here to help you through the process of ensuring that changes and modifications are in keeping with our CCRs. In doing so, we will continue to have an excellent reputation as a very desirable community with outstanding "curb appeal." This goes a long way in protecting our property values.





Procedure For Requesting Architectural Or Landscaping Changes A two-page Architectural Change Form and Checklist MUST be completed for all requests. Email or phone requests will not be accepted. The form and checklist are available at our website. If you have questions as to how

Mail the form and checklist to PO Box 68, Collierville, TN 38027. Required samples may be required to be delivered to the Clubhouse Office during Daphne's office hours. A site visit may be required. Daphne will contact the homeowner once the review is complete.

While the CCRs provide 30 days for review and approval, we strive to get requests completed quickly. Should you have any questions regarding the process contact Daphne. Failure to adhere to the covenants and procedure will result in penalties, fines and/or additional expense to the homeowner to remedy changes made without approval.

Almadale Farms Pools

to complete the form, please contact Daphne.

Pool Hours: 8:30 AM - 8:30 PM Closed Tuesday Mornings Until Noon

- An Emergency Phone is located on the Clubhouse wall facing
 the pools. It has one button that connects to a service company
 who determines the exact emergency and contacts the required
 emergency service. Emergency services are not always able to
 determine your location if you use a cell phone. So please, if an
 emergency occurs, use the wall mounted emergency phone.
- The HOA has installed coded locks for the gates at the pools
 to insure that only Almadale Farms homeowners and their
 accompanied guests have access to our pools. Please do not give
 out this code to anyone other than your immediate household
 family members.
- An Almadale Farms Member must accompany all guests. Members
 will be responsible for guest's behavior and safety. Due to liability
 issues, pool parties with guests from outside our neighborhood are
 NOT allowed at any time.
- Children must be at least age 12 and able to swim to be at the pool without adult supervision. An adult (age 18 or older) must accompany children under 12.

Almadale Farms Neighborhood Watch

If you have a concern, or have been victim to a crime or vandalism, please contact Collierville Police via 911 or the non-emergency number. **The non-emergency number is 901-853-3207.** You are not required to give your name or address.

The following list provides different ways to connect with the Collierville Police Department. All of these can be found on their website at www.colliervillepolice.org.

• **CPD Alert** to receive text and emails:

www.citizenobserver.com/people/sign_up

Facebook @colliervillepd
Twitter @colliervillepd
Nextdoor Collierville Police

CPD Radio www.broadcastify.com and search for

Collierville Police under live feeds.

• **Crime Map** http://communitycrimemap.com/

?agency=Collierville, TN. Zoom into your neighborhood or even your street to see the latest crimes that have been reported.

Some suggestions from CPD for your safety:

- Always lock your car and house doors and if you have a security alarm set it!
- If you have any light timers, be sure to set them so that they go on and off at different times and areas of the house.
- Avoid leaving valuables in your car. Store them where they are not visible BEFORE you arrive at your destination.
- Be aware of your surroundings—have your car keys in your hand and don't unlock your car until you are right there at it.
- If you are going to be in your backyard for an extended amount of time, don't leave your garage door open.
- Make sure to put mowers, blowers, trimmers and bicycles out of sight from the street. These are the most stolen items per the CPD.
- Keep a lookout for people in your neighborhood who seem to be "browsing."
- ALWAYS call the Collierville Police Department—it's better to be safe than sorry.

Town of Collierville Mayor's Action Center

The Mayor's Action Center is an easy way to communicate with the Town of Collierville so that they may address your needs. Requests are reviewed during normal business hours (8:00 a.m.-5:00 p.m., Monday-Friday). You can find the link on the TOC **website**, **collierville.com**. Scroll to the bottom of the home page on the left hand side. If time sensitive assistance is needed, please call The Mayor's Action Center at (901) 457-2222 during normal business hours or Police Dispatch at (901) 853-3207 after normal business hours.

Town of Collierville No Knock Registry

If you do not want commercial solicitors to conduct door-to-door sales at your home, visit noknock.collierville.com, find the "No Knock" registry tab on the main menu, fill out the required fields and then click "Process Subscription." This two-minute process will prohibit commercial solicitors from visiting your home. This does not include non-commercial solicitors such as religious organizations, scout troops, or charitable organizations. To prevent all forms of solicitation from engaging in door-to-door sales, homeowners must display a "No Soliciting" or "No Trespassing" sign near the entryway or door to their home.

The following forms can be found on

www.almadalefarms.org.

ALMADALE FARMS NEIGHBORHOOD ASSOCIATION ARCHITECTURAL CHANGE APPLICATION

From:	Lot:
Address:	Home Phone:
Email:	Work Phone:
changes or alterations to your house a approval. Your application must include	s that you submit all proposed exterior additions, and lot to the Architectural Review Committee for ude detailed information describing the proposed application is complete, checklists are available for
Outside Walks/Stairs	Fences/Retaining Walls
Garage Doors/Exterior Doors	Landscape Front and/or Side Yard
Driveway/Walkways	Roofing Replacement
Sunrooms/Patio Covers	Painting House or Trim New Color
Swimming Pool	Other
Decks/Patios	
otion of Proposed Change:	

Required Documents For Consideration:

- Elevations—Include front, side and rear elevation drawings to-scale.
- Site plan—Show improvement in relation to the home and setbacks to-scale.
- Color Samples—Color changes only.
- Extras—Include sketches, clippings, pictures, and/or catalog illustrations for clarity.

It is the owner's responsibility and obligation to obtain all required building permits, to contact the utility and cable companies, and to construct the improvements in a workmanlike manner in conformance with all applicable building and zoning codes.

ARCHITECTURAL CHANGE CHECKLIST

Deck/Porch/Patio/Awning/Trellis		
Complete Architectural Change Application form		
Copy of lot survey (or scaled drawing) showing location of proposed addition with dimensions		
Scaled drawing showing elevations and dimensions including length width and height of addition		
Type of material(s) to be used		
Color/finish		
* Awnings allowed only on back or side elevations (not allowed on street side elevations)		
Fences		
Complete Architectural Change Application form		
Copy of survey showing location of fence on site		
Sketch, photograph or brochure showing design (including gates)		
Brick Columns are required on 90 degree angles corners that have street exposure		
Brick to match house brick		
Fence to be set back at least 10 feet from front corner of house		
Materials: Brick, Wrought Iron, Shadow-Box Wood or combination of the three		
Landscaping (major additions or changes only)		
Complete Architectural Change Application form		
Landscaping plan drawing with plants and other materials indicated		
Samples of decorative rock or border material		
*No rock ground cover (in place of mulch) or landscape timbers allowed in street side elevations		
Exterior Paint Color Change		
Complete Architectural Change Application form		
Supply Paint chip(s)		
Specification of areas to be painted and color to be used		
Replacing Roof Shingles		
New roof shingles to be three dimensional architectural grade		
Provide enough samples to represent color variations		
N F		
Play Equipment Complete Architectural Change Application form		
Copy of survey showing location of play equipment on site		
Approval from neighbors for play sets		
Portable basketball goals only (no in ground or garage mount)		
Brochure or catalog photo and description		
Color/Finish		
*Location should be neighbor friendly and not seen from the street to the extent possible.		
Education should be neighbor friendly and not seen from the street to the extent possible.		
Pool		
Complete Architectural Change Application form		
Copy of survey showing location of pool on site		
Scaled drawing showing dimensions of pool and pool decking		
Location of pool equipment		
Type of pool (no above ground pools allowed)		