



# HERMITAGE HILLS SUBDIVISION TRUSTEES NEWSLETTER



September 2015

To: All LotOwners/Residents of Hermitage Hills Subdivision

From: Board of Trustees – Casey Cross, Roseann Enderle, John Linsenbardt, Dan McKean, Lynn Parker

## NOTICE OF GENERAL/VOTING MEETING

for Hermitage Hills Subdivision

Homeowner’s Association

Monday, September 28

7:00 p.m. – 9:00 p.m.

Check-in begins at 6:30 p.m.

Rockwood Summit High School

(In the Theater Space)

1780 Hawkins Road

Fenton, MO 63026

The meeting will include a presentation from the HOA Board of Trustees regarding budget information for 2015 and 2016 and voting items being submitted to the lot/homeowners.

## TRUSTEE UPDATES

The Board of Trustees elected Roseann Enderle, to fill the open 5th trustee position at the trustee meeting on June 30, 2015. Roseann officially began her term as trustee with her attendance at the trustee meeting on July 22. She had contacted the Board with her interest in serving as a trustee just before the closing on the purchase of her home in the subdivision.

Roseann recently moved into her home in Hermitage Hills with her boyfriend, Jason. She has worked for Liberty Mutual Insurance since 2013 with prior work experience in horticulture, landscape, and greenhouse operations. She graduated in 2008 from Southeast Missouri State University with a Bachelor of Science in Ag-Business Management. She hopes to be able to use her agriculture and horticultural experience to develop and improve the community’s common grounds.

Another trustee, Linda Petersen, submitted her resignation at the trustee meeting on August 3, 2015 due to an on-going family situation that limited her time to effectively serve as a trustee. Linda had been a

## TRUSTEE UPDATES (CONTINUED)

trustee since December 3, 2012 and the Board appreciates all the work she contributed.

To fill this open position, the trustees contacted Casey Cross, who had previously expressed interest in serving as a trustee. He attended the trustee meeting on August 31 and was elected by the Board to officially begin his term as a trustee at the meeting on September 14, 2015.

Casey has lived in Hermitage Hills since 2012 with his wife and son. He graduated from Purdue University with a Bachelor’s degree in Organizational Leadership and Supervision. Casey has worked in several fields, but for the past 5 years he has been a Real Estate professional. As a Board trustee, he looks forward to utilizing his extensive knowledge of the Real Estate market to help Hermitage Hills improve and continue to thrive.

## TRUSTEE TERMS

The trustee terms were set in 2012 when the new indentures were adopted in order to stagger when trustee terms expire. At that time, two trustees were assigned 4 year terms, two were assigned 5 year terms and one was assigned a 6 year term. Since that time, there have been resignations of trustees and others taking their places who took on the prior term of that trustee. The current term expirations are as follow:

<u>Trustee</u>	<u>Term Expires</u>
John Linsenbardt	2018
Dan McKean	2017
Roseann Enderle	2017
Lynn Parker (Daugherty)	2016
Casey Cross	2016

Because none of the trustee terms expire this year, it will not be necessary to have a vote at this year’s annual subdivision meeting for the election of trustees.

# TRUSTEES NEWSLETTER

## 2016 - 2017 BUDGET

## 2016 - 2017 BUDGET (Continued)



### **A LOOK at the BUDGET**

The fiscal year for the administrative and street assessment budgets being proposed is May 1, 2016 - April 30, 2017. The proposed budgets recently mailed to the lot owners with the notice of the upcoming meeting are as follows:

**The Administrative Assessment would remain at \$50.00 per lot.** The HOA would collect \$20,150 (403 lots x \$50) at 100% collection rate. Any funds remaining from 2016-17 will be carried over to the 2017-18 budget. This budget takes previously budgeted funds for the NB West debt which now has been paid off and distributes them to other areas including the development of the common ground around the lake. This development could include building a pavilion, adding picnic tables, installation of basketball hoops and playground equipment.

**The Street Assessment would remain at \$125.00 per lot.** This Assessment would only be applied to the lots within the subdivision that receive the benefits of the street repair, maintenance, and snow removal. This assessment would not be applied to lots outside of the main part of the subdivision that are located on Lazy Oak Dr., Timber Ridge, and Saline Rd. The HOA would collect \$42,625 (341 lots x \$125) at 100% collection rate. Any funds remaining from 2016-17 would be carried over to the 2017-18 budget.

<u>EXPENSES</u>	<u>2016-17 Administrative Assessment Budget</u>
Legal Fees	\$2,000.00
Office Expenses	\$1,500.00
Website	\$350.00
Postage	\$1,150.00
Street Lights	\$200.00
P.O. Box	\$80.00
Miscellaneous	\$1,000.00
Insurance	\$1,400.00
Lake Maintenance	\$750.00
Common Ground Maintenance	\$3,000.00
Common Ground Repair and Development	\$4,000.00
General Meeting	\$500.00
Emergency Fund	\$4,220.00
TOTAL	20,150.00

<u>EXPENSES</u>		<u>2016-17 Street Assessment Budget</u>
Road Repair		\$27,625.00
Snow Removal		\$15,000.00
Total		<b>\$42,625.00</b>
Combined 2016-17 Budget Total	\$62,775.00	

The 2016-17 budget is the only item being presented to the lot owners for a vote at this year's annual meeting on September 28. All ballots must be received by September 30 to be included. In addition, 2015 assessments must be paid or a payment plan established for a lot owner's vote to be counted.

### **REIMBURSEMENTS TO LOT/HOMEOWNERS**

This is a reminder the trustees are required to maintain a balanced budget of the HOA funds, therefore, **no re-funds or credit towards assessments will be given to lot owners for materials they purchase for subdivision improvements without pre-approval by the trustees prior to the purchase.** Approval will depend upon the proposed cost of the materials, the type of repair being done and available funds.



# TRUSTEES NEWSLETTER

## 2015 COMPLETED PROJECTS



Pot hole repair on the subdivision streets was completed on July 9, 2015 at a cost of \$7,500. In addition, the project to open the closed section of Summerland Drive was completed at the same time with total replacement of the asphalt and the addition of drainage ditches on each side filled with rock. The completion of this project was necessary because the two year variance granted from the fire department to close this street to allow time for the subdivision to raise funding to repair it had expired. The total cost of this project was \$15,000.

## FUTURE ROAD REPAIR PROJECT

There are six large areas on the streets which are in severely bad condition needing repair that were not included in the pot hole repair project. These sections of street will hinder the snow blading service provided by our snow removal contractor until they are repaired. They also create a hazard for those travelling them.

The trustees have been working on a project to repair these areas and have obtained a bid for the proper repair of each area. The total of the bid received for the entire project is a little over \$203,000. There is not funding available in the proposed 2016-17 budget to cover the cost of this project; therefore; other ways to get the needed funding are being considered. More details of this project will be given to the lot owners when they have been finalized.

## SALINE ROAD CONSTRUCTION



In June, Jefferson County began preliminary work on a major road construction project on the stretch of Saline Road from Northwest Blvd. to the St Louis County line behind Gravois Bluffs. The work will include tearing out all the old asphalt and replacing it, widening the roadway by 2 feet, adding curbs, guttering, and a 3 foot shoulder on both sides.

The work is expected to take 12-14 months and users of that stretch of road can expect daily delays and possible detours until the project is complete.

## AREA DEVELOPMENT



A St Louis developer is in the preliminary process of developing the property located along the east and southeast borders of Hermitage Hills as a subdivision named Winding Bluffs. The subdivision is being developed by McBride and Sons and their plan calls for 320 homes, (14 different models ranging from \$150,000 to \$300,000).

On June 8<sup>th</sup> the Jefferson County Council approved a bill to change the Zone District for the new subdivision from LR-2 (Large Lot Residential) to PR-1 (Planned Residential).

The common east border between Hermitage Hills and Winding Bluffs would be along the lower portion of Buckboard Lane (from 740 Buckboard to 760 Buckboard), the back of the properties along Turnbridge Drive, and the common southeast border would be the back of the properties along the south side of Westbourne Way, roughly from 1904 Westbourne Way east to Turnbridge Drive.

The bill passed by the County Council requires only TWO entrances to Winding Bluffs, both off of Highway 141. One is at 13<sup>th</sup> Street, by the Guffey Elementary School, the other is on Springdale Lane, north of the Saline Valley FPD fire station #1. The County had called for a third entrance in the initial plan, but that requirement has been dropped.

Just to lay to rest some of the rumors that have been brought to the trustees' attention, at NO time was it ever proposed that the third entrance called for by the County would be connected to any of the Hermitage Hills streets, and we were never contacted by the County or the developer to discuss that possibility.

Other items included in the landscaping plan are the requirements for a 10 foot buffer zone to include trees and shrubs between current properties and the new subdivision. Along Westbourne Way the buffer zone requirement is 15 feet.

We are waiting to hear back from the county to see if

(Continued)

# TRUSTEES NEWSLETTER

## AREA DEVELOPMENT (CONT'D)

the properties on Turnbridge Drive would have a 15 foot buffer or a 10 foot buffer, as it was not specified in the County Council's notes that it would be 15 feet.

As to concerns over increased storm water run-off to the homes along Westbourne Way, we noted these 2 items in the current plan: 1) The Jefferson County Unified Development Order prohibits new developments from increasing water runoff to existing developments in the drainage area. 2) The plan that was approved also calls for a storm water retention pond to be located behind the 3 homes at the very east end of Westbourne Way. The trustees will continue to monitor the progress of the new development.

## BRUSH REMOVAL PROJECT



The trustees are planning to rent brush removal equipment and organize a brush removal project in the near future. All brush overgrowth around the streets and common ground will be trimmed.

If you have experience operating a John Deere tractor or skid-steer loader and would be willing to volunteer your time in operating one for this project, please contact the trustees. Help will also be needed to sweep and remove any brush on the roads after the brush is cut. If you would like to help in this way, please let us know.

## VOLUNTEER NEEDED



The Friends of Hermitage Hills Adopt-a-Road volunteer group was developed a few years ago by a resident in Hermitage Hills. This group organizes an annual road clean up day on a section of Saline Road near the subdivision in the fall. The leader for this group resigned and left the materials and information with the Board.

If you are interested in taking over this volunteer group project, please contact the trustees and we will provide you with the contact information for this program in Jefferson County and the materials and information left by the previous organizer for the group.

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## BUS STOP SAFETY



It has been brought to the attention of the trustees there are unsupervised children who are sitting and standing in the street when waiting for the bus in the subdivision. This creates a dangerous situation and safety hazard for both the children and those driving through these areas. If you have children who wait at a bus stop in the subdivision, PLEASE remind them not to stand, sit or lay in the street where there is traffic.

## NEIGHBORHOOD SAFETY



There have been reports of car break-ins, a theft of a purse from a car parked in a driveway and some minor mischief in the subdivision. The trustees would like to remind you not to leave valuable items in your vehicles when they are parked in the street or on your property. Any instances of theft or other criminal behavior, as well as suspicious activities, should be reported immediately to the Jefferson County Sheriff's Department.

## REMINDER: LICENSED VEHICLES ONLY

This is a reminder that because our roads are open access by the general public, the Jefferson County Sheriff's Department can and will enforce the requirements that all motor vehicles operating on our streets have to be licensed and be operated by a licensed driver. This includes mini bikes, dirt bikes, go carts and 4 wheelers, etc. The Sheriff's department will respond if contacted about these vehicles being illegally operated on our roads. If the unlicensed drivers are over the age of 17, they will receive a ticket and if they are under the age of 17, the parents will receive the ticket.



To report the active use of an unlicensed vehicle of this type or driver who appears to be under the age to have a driver's license, contact the Jefferson County Sheriff's Department.

# TRUSTEES NEWSLETTER

## VEHICLE RESTRICTIONS



This is a reminder of vehicle restrictions that are outlined in the subdivision indentures in Section 6.5 as follow:

“Lot owners, residents and their guests shall not store, in plain view, any derelict or unlicensed vehicle on any lot in the Subdivision. No vehicle greater than 1.5 ton or longer than 25 feet shall be regularly parked in the Subdivision.”

All motor homes, campers, trailers or watercraft must be parked in the garage/carports or driveways.

Due to the narrowness of the streets, the safety of pedestrians and the need for emergency vehicles, snow plows to be able to freely navigate the subdivision all commercial vehicles or vehicles with commercial markings directly used in the livelihood of a resident shall be parked in the driveways and not parked on the street.

Lot owners, residents and their guests shall not undertake any vehicle maintenance in the streets.”

Any violation of these restrictions reported to the trustees will be responded to. This includes parking personal vehicles on the common ground parking area for any extended period of time. The lot owner will be contacted about the violation and expected to correct the situation within a set amount of time. If the lot owner does not comply he/she will receive a fine each month until it he/she is in compliance.

## DUMPING RESTRICTIONS



This a reminder that no dumping of any kind is allowed on the common ground areas including around the lake.

Section 6.12 states: “There shall be no unauthorized dumping of construction materials, lawn clippings, tree branches or any other debris in or about the common ground of the subdivision. An Owner shall be responsible for all damage and the cost of clean-up caused by the Owner, residents of household, guests, renters, invitees or contractors.”

The trustees will respond to any violations reported.

## EXTERNAL BUILDING RESTRICTIONS

This is a reminder that the construction of buildings such as storage sheds or other external structures by a lot owner are subject to prior approval by the Board.



Section 6.6 of the Subdivision states:

“Any change in the external appearance [exclusive of normal maintenance or repainting] of an existing building or any new outbuildings or exterior structures, pools, significant new systems or major alterations of ground contours shall require prior approval of the Board before implementation. Pools may be in-ground or above-ground and must have adequate water and run off controls. New outbuildings or sheds shall not be higher than 11 feet nor near than 3 feet to adjacent property line nor greater than 120 sq. feet in size nor used as a residence without prior Board approval. There shall be no permanent tents or dog run shelters.”

The trustees will respond to any reports of this violation and if necessary, take action to have the building or other structure removed.

## NUISANCE RESTRICTIONS

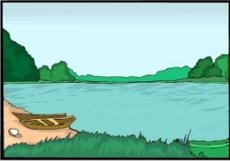
This is a reminder that tall grass and brush overgrowth on a lot owners property is the responsibility of the lot owner and violates the nuisance restrictions in the indentures and the trustees will respond to any violations. As stated in Section 4.9: “The Trustees shall have the power to prevent and correct any nuisance or safety or health violations endangering the property values or quality of life of the Subdivision.

The Trustees shall have the power in their discretion on fifteen (15) day notice to trim or remove excess vegetation and debris from abandoned or neglected lots and to charge the Owner for such work. The Trustees, their agents and the community shall not be liable for trespass or damages for any such action.

The trustees also have the ability to charge a fine to the lot owner if they are notified of the violation and do not correct it within the specified amount of time.

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## LAKE AND COMMON GROUND RULES



This is a reminder of the rules for the subdivision lake and common ground:

- No unauthorized vehicles allowed on the lake common ground areas, including cars, trucks, 4-wheelers, motorcycles, dirt bikes, and mini bikes.
- No gas powered passenger watercraft allowed on the lake, except for maintenance purposes.
- Small, gas powered and radio controlled (RC) non-passenger vehicles are allowed on the lake and common ground.
- No swimming allowed in the lake.
- No Littering of trash on common ground or in the lake
- No dumping compost waste, yard trimmings, branches or other such materials in any common area, including lake & dam
- No camping or camp fires on the common ground.
- No fireworks use on the common ground
- No extended parking of personal vehicles on common ground parking areas by the lake

**VIOLATORS WILL BE PROSECUTED AND FINED FOR ANY DAMAGES THEY CAUSE TO THE LAKE OR COMMON GROUND AREA.**

## REMINDER: ENTRANCE SIGN CARE



PLEASE TAKE CARE OF THE ENTRANCE SIGN by not nailing, stapling or taping any signs or anything else to it.

In addition, please do not put stakes with signs on them into the dirt inside the stone box under the entrance sign. There is plastic ground cover in it under the wood chips to prevent weed growth. Any holes poked in the plastic will allow weeds to come through. You may put these signs with stakes in the ground in front or on the side of the stone box.

**ANY SIGNS ATTACHED TO THE ENTRANCE SIGN OR PUT IN THE STONE BOX WILL BE REMOVED AND THROWN AWAY.**

## PET ORDINANCE



There is a Jefferson County ordinance against pets running loose without supervision. This law requires that your pets remain on your property or are supervised on a leash when off your property. Anyone may report a loose dog or other pet by calling Animal Control at **314-797-5577**.



If you want to report a crime or suspicious activity please call the **Jefferson County Sheriff's Department**  
Emergency No: **911**  
Non-Emergency No: **636-797-9999**



## NEWSLETTERS BY E-MAIL

If you are not already receiving newsletters by e-mail, we would appreciate if you would sign up for this. Please provide your name, home street address or lot no. and your e-mail address to our trustee e-mail address. This will save on expenses for postage, paper and printing.

## HOW TO CONTACT US

You may contact the Board of Trustees by e-mail at: [hhtrustees@hermitagehills.net](mailto:hhtrustees@hermitagehills.net)

or by regular mail at :

**P.O. Box 426, Fenton, Missouri, 63026**



## WEBSITE

Additional information, including the subdivision indentures and minutes from the trustee meetings can be found on the subdivision website at [hermitagehills.net](http://hermitagehills.net)