

HERMITAGE HILLS SUBDIVISION TRUSTEES NEWSLETTER



April 2015



To: All Owners/Residents of Hermitage Hills Subdivision

From: Board of Trustees – Lynn Daugherty, John Linsenbardt, Dan McKean, Linda Petersen

SPRING IS HERE!!

We wish you and your families a very Happy Spring!

Now that Spring is here, we would like to remind all lot owners to look around all sides of their property for any brush/debris hanging over the streets. Trimming back this brush during the Spring months is considerably easier than during the Summer and Fall and will not entail as much labor. This brush makes our roads narrower and causes limited sight distance for pedestrians and other vehicles.



Allowing this brush overgrowth is also in direct violation of Article 6.1 of our Indentures intended to avoid safety hazards for the residents. Lot Owners are subject to fines if they do not keep this brush trimmed back.

We appreciate lot owner cooperation in doing what is needed to make our streets and neighborhood a safe place for everyone.

RESULTS OF FALL MEETING VOTING

The 2014 Fall Subdivision Meeting took place on Tuesday, September 30, 2014 from 7:00 p.m. - 9:00 p.m. at Rockwood Summit High School.

The trustees discussed the voting items with the attendees and details of the Neighborhood Improvement District (NID) program that may be utilized to replace the streets in the subdivision. Also discussed were the 2014 budgets and assessment collection.



Ballots for the voting items were collected and added to the absentee ballots received prior to the meeting.

The ballot votes were counted by two of the trustees and two volunteer lot owners at a meeting that took place on October 28, 2014. The results were as follow:

RESULTS OF FALL MEETING VOTING (CONT'D)

1. Shall the 2015 Administrative Budget and Assessment level be approved, with the annual assessment rate continuing at \$50.00 per lot for 2015?

Total Votes Received: 120 Yes votes needed: 80
Yes votes received: 115 Passed

2. *Shall the 2015 Street Maintenance Budget and Assessment level be approved, with the annual assessment rate increasing to \$125.00 per lot for 2015?

Total Votes Received: 104 Yes votes needed: 69
Yes votes received: 72 Passed

*Only lot owners subject to the Street Maintenance Assessment are allowed to vote on this Assessment Rate.

The trustees appreciate the participation and support of those who attended the meeting and those who voted. We cannot be successful with improvement of our subdivision without your involvement.

WEBSITE HAS BEEN UPDATED!!!



Thanks to the work and computer skills of the Board Chair, John Linsenbardt, the subdivision website hermitagehills.net has been revised and updated. The website had been non-functional for a period of time while it was being worked on.

Going forward, please use this as a source of information related to the Board of Trustees and subdivision. There are minutes posted from each of the Board meetings to keep you informed on trustee work and business matters of the subdivision.

It is the intent of the Board to keep the website more current and relevant than it has been in the past to communicate information to the lot owners/residents.

TRUSTEES NEWSLETTER

BOARD MEMBER CHANGE



One of the Board trustees, Tim Davis, resigned early this year. The Board was already short a trustee from the required five when previous trustee, Joshua Hunt, resigned last year. Two of the remaining three trustees experienced situations that limited their availability to perform their trustee duties shortly after the subdivision meeting in Fall of 2014. Because of this and the shortage of trustees, communication to the lot owners and trustee work was limited.

To quickly fill Tim's position so the trustee work could be done efficiently, the trustees contacted a previous trustee, Lynn Daugherty, who had expressed interest in serving again as a trustee, and offered her Tim's place on the Board. She accepted and was officially re-instated as a trustee with her attendance at the March 10th trustee meeting.

Lynn previously served two years as secretary on the Board and resigned in September 2012. She and her husband, Gregg, have been residents of Hermitage Hills since March of 2007. She has three adult daughters, one step-son, three sons-in-law and six grandchildren. She enjoys spending time with her family and working on home projects. Lynn's professional life includes over 25 years of office experience and is employed as an Executive Assistant. Lynn completed a bachelor's business degree in Organizational Studies from Fontbonne University in May, 2014.

As a Board trustee she will again assist with lot owner communication, including responding to e-mail to the Board and creating and sending bi-annual newsletters (Spring and Fall) to the lot owners as well as other work as needed.

5th BOARD TRUSTEE NEEDED

Because the Board currently has four trustees and the indentures require there be five, another trustee is needed. The following criteria must be met for a person to be eligible to serve as a Trustee on the Board:



- Must be 21 years old
- Must be a lot owner on record and resident of a lot directly or a designated representative of an entity owning a subdivision lot
- Must be current in annual assessment payments

If you are interested in serving as a trustee and meet this criteria, please contact the Board of Trustees.

2015 ASSESSMENT BILLING

The approved assessment rates from the fall voting will be reflected on the 2015 billing that will be mailed to the lot owners on May 1st. The administrative assessment is \$50.00 and the road maintenance assessment is \$125.00. **Assessments are due by June 30th.**

We encourage the lot owners to pay promptly as there is a \$25.00 per month late fee for all overdue assessments per Section 4.3 of the Indentures.

COLLECTIONS POLICY

We have a contract with Consumer Collection Management, Inc. (CCM) to collect past due assessments. In 2014, The association received \$6,874.36 collected by CCM from past due assessments.



As a reminder, following is the Collections Policy:

Before any account goes to CCM, the Trustees send out the initial bill which is due in June each year.

- If the Board receives no payment or any contact from the Lot Owner by the time an assessment is 60 days late, a second notice is mailed to the Lot Owner.
- There is a \$25 late fee per month added to the assessment bill for each calendar month that the payment is late, plus interest on the whole sum at 9% per annum included in the second notice.
- The Lot Owner then has 60 more days after receiving this notice to pay the assessment with late fees or to contact the Board to set up a payment schedule. (If any of the payments are not made as scheduled, the account is turned over to CCM.)
- Only after the second 60 day period has ended will the Board send the past due account to collections.

Although the Board would rather work directly with Lot Owner's for collecting assessments before they are past due, the contract with CCM prohibits the Board from accepting payments directly or making payment plans with Lot Owners after their account is turned over to CCM.

Lot owners who have accounts with a past due balance of \$500 or more and in collections for over a year, as well as lot owners who have accounts with past due balances over \$1,000 are subject to legal action for collection of the past due assessments.

Collection of assessments is necessary to run the association and make improvements to maintain the value of the homes in our subdivision.

TRUSTEES NEWSLETTER

2014 BUDGET UPDATE



The following budget information is based on the previous fiscal year from January to January but also includes income (added to December) and expenses through March 15, 2015. Because the assessment billing was changed from November to May, the fiscal budget year needed to be changed and is now May to May. Future budget reports will reflect this change.

INCOME

	<u>Gen. Assess- ment Fund</u>	<u>Street Assess- ment Fund</u>	<u>Past Due Collections</u>
January	\$50.00	\$100.00	\$398.59
February	\$0.00	\$0.00	\$591.99
March	\$0.00	\$0.00	\$1,623.29
April	\$100.00	\$200.00	\$1,052.10
May	\$4,200.00	\$7,329.01	\$1,313.26
June	\$5,125.00	\$10,598.58	\$353.31
July	\$3,275.00	\$7,195.93	\$150.07
August	\$600.00	\$1,551.15	\$217.11
September	\$525.00	\$386.16	\$86.32
October	\$50.00	\$173.15	\$230.85
November	\$0.00	\$0.00	\$0.00
December*	\$599.00	\$938.00	\$857.47
	<u>\$14,524.00</u>	<u>\$28,471.98</u>	<u>\$6,874.36</u>
TOTAL INCOME	\$71,352.75		

*Dec. includes deposits through March 15, 2015

ADMINISTRATIVE BUDGET EXPENSES

	<u>2014 Amount</u>	<u>2013 Budgeted Amount</u>	<u>Difference</u>
Legal Fees	\$1,016.25	\$3,500.00	\$2,483.75
Legal Judgment	\$11,350.00	\$5,900.00	-\$5,450.00
Office Expenses	\$703.34	\$1,200.00	\$496.66
Website	\$469.78	\$350.00	-\$119.78
Postage	\$607.60	\$1,200.00	\$592.40
Street Lights	\$136.00	\$150.00	\$14.00
P.O. Box	\$160.00	\$80.00	-\$80.00
Miscellaneous	\$314.27	\$1,000.00	\$685.73
Insurance	\$2,199.00	\$1,100.00	-\$1,099.00
Lake Maintenance	\$0.00	\$500.00	\$500.00
Com. Ground	\$1,582.64	\$2,000.00	\$417.36
General Meeting	\$190.00	\$400.00	\$210.00
Emergency Fund	\$0.00	\$1,598.00	\$1,598.00
Refund	\$250.00	\$0.00	-\$250.00
TOTALS	\$18,978.88	\$18,978.00	-\$0.88

2014 BUDGET UPDATE (CONT'D)

STREET BUDGET EXPENSES

	<u>2014 Exp. Amount</u>	<u>2013 Budgeted Amount</u>	<u>Difference</u>
Road Repair	\$11,864.61	\$17,600.00	\$5,735.39
Snow Removal	\$25,840.00	\$10,000.00	-\$15,840.00
NID	\$0.00	\$5,000.00	\$5,000.00
Total	\$37,704.61	\$32,600.00	-\$5,104.61

TOTAL EXPENSES \$56,683.49

YEAR END BANK

BALANCE 12/31/2014 \$14,669.26

2015 Admin. Assessment Budget

Legal Fees	\$5,000.00
Legal Judgment	\$0.00
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
Common Ground/Lake Maintenance	\$2,750.00
General Meetings	\$400.00
Emergency Fund	\$6,320
Total	\$20,150.00

(Same budget amount as 2014)

The 2015 Administrative Assessment will stay at \$50.00 .
The HOA would collect \$20,150 (403 lots x \$50) at 100% collection rate.

2015 Street Assessment Budget

Road Repair	Est. \$31,625.00
Snow Removal	\$10,000.00
Neighborhood Improvement District (NID)	\$1,000.00
Total	\$42,625.00

(Compared to \$32,000 previous year. An additional \$9,625 budgeted for road repair.)

The 2015 Street Assessment raised to \$125.00 from \$100.00

The HOA would collect \$42,625 (341 lots x \$125) at 100% collection rate.

Any funds remaining from 2015 will be carried over and considered for the 2016 budgets.

TRUSTEES NEWSLETTER

CLOSED ROAD TO BE RE-OPENED



The asphalted section of lower Summerland Dr. between 717 Summerland Dr. and Westbourne Way was closed on October 6, 2012 because it was severely deteriorated with large holes and was a safety hazard and liability issue for the subdivision. Because of lack of funding to repair this section of road it had to be closed with barricades. The Springdale Fire District Board approved the closure with a two year variance to allow necessary time for Hermitage Hills to raise the money for proper repairs to the road and make it accessible by county emergency vehicles. The two year approved variance has ended and it is now necessary for the association to repair this section of road and open it for use by both the subdivision residents and emergency vehicles.

The estimated cost of repairing this section of road is \$20,000. This would include paving of the street and rock put in the side ditches. It is expected this section of street will be re-opened by the end of this summer.

POTHOLE REPAIR



Pothole repair on our streets will be taking place soon. The trustees will be walking the streets in the next few weeks to identify and make note of the location of potholes needing repair.

Other street repairs will depend upon available funding from the assessment budget.

NID UPDATE

The trustees are planning to meet with an attorney who specializes in the Neighborhood Improvement District (NID) process to assist us with moving forward in implementing this program to replace the streets in our subdivision.

A subdivision meeting will be scheduled to take place before the Fall meeting to provide the Lot Owners more details of this project including the cost. We hope to have the attorney present at this meeting to answer any questions the Lot Owners may have before initiating the petition that will be the next step in the process.

ENTRANCE SIGN UPKEEP

REMINDER: 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. Also, please remove them in a timely way.



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

ENTRANCE SIGN BOX PLANT/SHRUB MAINTENANCE

We are looking for a volunteer who enjoys gardening and would be willing to trim the shrubs in the entrance sign box and remove weeds and debris as needed.



Our entrance sign and plant box are an important representation of our subdivision; therefore, we need to make sure they are properly cared for. Please contact the trustees if you are a lot owner and would like to help by taking on this responsibility.

SUBDIVISION GARAGE/YARD SALE



Hermitage Hills will be sponsoring a Subdivision Garage/Yard Sale on Saturday, June 20th. The Board will post signs at all entrances.

E-mail reminders will be sent out to the lot owners and more information posted on our website closer to the sale date. We hope many Lot Owners will take advantage of this opportunity to find homes for their unwanted items.

TRUSTEES NEWSLETTER

SUBDIVISION TRASH COLLECTION SERVICE



This is a reminder that DCS Waste Systems previously offered the subdivision consolidated trash pick up service. They specialize in using smaller, lighter trucks that would cause less damage to our roads.

DCS is also offering a volume discount, so the more owners that sign up for their service, the less each owner would pay. There are currently 30 homes signed up.

Their rates for once a week services are:

- 1-99 homes: \$15.87 per month or \$47.61 per quarter
- 100-199 homes: \$15.00 per month or \$45.00 per quarter
- 200-300 homes: \$14.50 per month or \$43.00 per quarter

These rates are good through January 2016. For once a week pickup service there is no additional administrative, environmental, or fuel surcharges. They will also provide recycling pick up service in the subdivision if enough people are interested in it.

DCS has 2 options for renting trash bins:

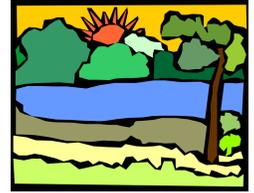
- 1) Pay a straight \$4/month fee
- 2) Pay a \$20 delivery charge up front then a reduced rental of \$2/month.

While the indentures have no way to compel an owner lot owners to use a specific trash service, please consider using DCS's services, as it would mean much less wear and tear on our roads simply by having smaller, lighter garbage trucks (and less of them) in the subdivision every week.

The phone number to contact Kelly at DCS is (314)722-2277.

LAKE AND COMMON GROUND RULES

Now that the warmer weather is here, we would like to remind everyone of the subdivision rules pertaining to the lake and common ground as follow:



- No unauthorized vehicles are allowed on the lake common ground areas, including cars, trucks, 4-wheelers, motorcycles, dirt bikes, and mini bikes.
- No gas powered passenger watercraft is 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 is allowed in the lake.
- Littering of trash on common ground or in the lake is prohibited.
- No dumping compost waste, yard trimmings, branches or other such materials in any common area, including lake & dam
- No camping or camp fires allowed on the common ground.
- No fireworks are permitted to be used on the common ground.

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

NOISE NUISANCES



Any excessive noise caused by lot owners on their property such as from music, fireworks, machinery, loud talking, and inappropriate language that interferes with the quiet enjoyment of the occupants of any other lot is in violation of section 6.1 of the subdivision indentures. PLEASE BE RESPECTFUL OF YOUR NEIGHBORS AND DO NOT CREATE NOISE DISTURBANCES THAT INCLUDE PLAYING MUSIC NEIGHBORS CAN HEAR; DO NOT OPERATE LOUD EQUIPMENT SUCH AS LEAF BLOWERS AND LAWN MOWERS EARLY MORNING OR LATE EVENING AFTER DARK; AND IF YOU HAVE A PARTY, KEEP THE NOISE LEVEL AT A MINIMUM. FIREWORKS ALSO SHOULD NOT BE USED AT INAPPROPRIATE TIMES.

Thank You!

TRUSTEES NEWSLETTER

PET OWNER RESPONSIBILITY

Following are the pet owner responsibilities in Jefferson County and apply to Hermitage Hills pet owners.

County Animal Licenses and Rabies Vaccination Required

All dogs and cats are to be licensed with the Division of Animal Control. In addition, they are to be vaccinated against rabies and this vaccination must be registered with the Animal Control. The license and rabies vaccination tags should be displayed on their collars at all times.



Leash Law

Pet owners are prohibited from allowing their dog or cat to free-roam without physical restraint by its owner when it is off of the owners property.

Provide Adequate Care and Control

Pet owners are required to provide adequate care for their pets. This includes providing wholesome, species and age appropriate food; clean, fresh water; adequate shelter; and medical care for the health & welfare of the animal.

Animals Should Not Harm Another Animal or Person

Animal owners must not allow their animals to bite, attack and or cause injury to another animal or human.

For more details you may access the website at: <http://www.jeffcomo.org/AnimalControlRulesOwnership.aspx?nodeID=AnimalControl>

To report a violation, call Jefferson County Animal Control at 636-797-5577.

HOWLING & BARKING DOGS

There is also a peace disturbance ordinance (section 205.125) related to howling and barking dogs which states:

- A. It is unlawful in Jefferson County to keep or harbor a dog that howls or barks in violation of this Section.
- B. It constitutes a violation of this Section if the howling or barking occurs continually and is audible beyond the property line of the premises on which the dog is located: For more than 15 minutes between the hours of 10:00 p.m. and 8:00 a.m. ; more than 30 minutes between the hours of 8:00 a.m. and 10:00 p.m. ; or a shorter duration on more than 5 occasions within a given 10 day period.

For more details, you may access the ordinance web page at:

<http://z2codes.sullivanpublications.com/sullivan/Z2Browser2.html?showset=jeffersoncountytset>

Select the Title II folder and then the Chapter 205 folder and scroll down to 205.125.

To report a violation of this ordinance contact the Jefferson County Sheriff's Department at 636-797-9999.

REMINDER: LICENSED VEHICLES ONLY

This serves as 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.



If you would like 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.

In addition, ALL drivers should obey the subdivision speed limit of 15 mph.



Jefferson County Sheriff's
Department

Non-Emergency No: 636-797-9999

Emergency No: 911

NEWSLETTERS BY E-MAIL

If you are not receiving newsletters and other Board communication by e-mail and would be willing to do so, please send your name, home street address or lot no. and your e-mail address to our trustee e-mail address. This will save on our expenses for postage, paper and printing.



HOW TO CONTACT US

You may contact us by e-mail at:

hhtrustees@hermitagehills.net or by regular mail at P.O. Box 426, Fenton, Missouri, 63026.

WEBSITE

Additional information, including minutes from the trustee meetings can be found on the subdivision website at hermitagehills.net.