



# HERMITAGE HILLS SUBDIVISION

## TRUSTEES NEWSLETTER



September 2016

To: All Lot Owners/Residents of Hermitage Hills Subdivision  
 From: Board of Trustees – Casey Cross, Roseann Enderle, John Linsenbardt, Dan McKean, Lynn Parker  
**FUTURE ROAD REPAIR PLANS WILL BE DISCUSSED AT THE GENERAL MEETING**

### NOTICE OF GENERAL/VOTING MEETING

for Hermitage Hills Subdivision  
 Homeowner’s Association  
 Wednesday, September 28  
 7:00 p.m. – 9:00 p.m.

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

Rockwood Summit High School  
 (In the Commons Area)  
 1780 Hawkins Road  
 Fenton, MO 63026

The meeting will include a presentation from the HOA Board of Trustees regarding subdivision project updates, budget information for 2016 and 2017 and voting items being submitted to the lot/

### TRUSTEE ELECTION



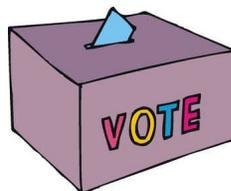
Two of the trustee terms expire this year. They are for Casey Cross and Lynn Parker. The election to fill these positions are included on the voting ballot mailed to the lot owners. Both Casey and Lynn are shown

as candidates to renew their terms; however, anyone interested in becoming a trustee and filling one of these open positions should attend the meeting to be considered. They will be given the opportunity to speak to the attendees and share why they want to serve as a trustee. The attendees can choose to vote for them by writing in their name on the ballot.

The remaining terms for the other trustees are shown below:

<u>Trustee</u>	<u>Term Expires</u>
John Linsenbardt	2018
Dan McKean	2017
Roseann Enderle	2017

### OTHER BALLOT VOTING ITEMS



Other items on the voting ballot will be discussed at the meeting. The items being proposed are:

- 1) An increase in the annual administrative assessment necessary to cover annual expenses to run the association. The main reason is due to an extreme increase in the annual subdivision liability insurance.
- 2) An increase in the annual road maintenance assessment necessary to begin making needed repairs to our subdivision streets.
- 3) An amendment in our indentures in how owners of multiple lots are billed.
- 4) A change where lot owners on Lazy Oak and Timber Ridge Lanes which are gravel roads would begin paying road assessments but at a lower rate than those with paved roads.
- 5) A change in how special assessments are classified and assessed.
- 6) A poll question asking if the indentures should be modified to required a unified trash collection service for the subdivision and the cost added to the annual assessment bill to the lot owners.

IF YOU CANNOT ATTEND THE MEETING, PLEASE VOTE AND MAIL IN YOUR BALLOT BEFORE THE MEETING. THEY ARE DUE NO LATER THAN 9/30/16.



***PLEASE NOTE: If a lot owner’s assessments are not paid up to date, his/her vote will not be counted.***

**If you are a lot owner and you did not receive this information with a ballot in the mail, please let us know.**

# TRUSTEES NEWSLETTER

## 2017-18/2016-17 BUDGET COMPARISON



The fiscal year for the administrative and street assessment budgets being proposed is May 1, 2017 - April 30, 2018. The proposed budgets compared to last year are as follows:

The Administrative Assessment would increase to \$75 per assessable lot. This is an increase of \$25. The HOA would collect \$29,175 (389 lots x \$75) at a 100% collection rate. Any funds remaining from 2017-18 will be carried over to the 2018-19 budget.

<u>EXPENSES</u>	<u>2017-18 Administrative Assessment Budget</u>	<u>2016-17 Administrative Assessment Budget</u>
Legal Fees	\$3,000.00	\$2,000.00
Office Expenses	\$1,050.00	\$1,500.00
Website	\$800.00	\$350.00
Postage	\$800.00	\$1,150.00
Street Lights	\$1,350.00	\$200.00
P.O. Box	\$100.00	\$80.00
Miscellaneous	\$500.00	\$1,000.00
Insurance	\$10,800.00	*\$1,400.00
Common Ground/ Lake Maint./Repair & Development	\$5,475.00	\$7,750.00
General Meeting	\$300.00	\$500.00
Emergency Fund	\$5,000.00	\$4,220.00
<b>TOTAL</b>	<b>29,175.00</b>	<b>20,150.00</b>

The most significant changes in the 2017-18 budget are an increase in legal fees to cover the cost of collection of delinquent assessments; an increase in our insurance premium (due to an error in our original coverage); and an increase in the street light budget so more street lights can be added.

\*The actual insurance premium in 2016-17 was \$8,390.00 (A shortfall of \$6,990.00)

IF THE PROPOSED INCREASE IN THE ADMINISTRATIVE ASSESSMENT FEE IS NOT PASSED, THE 2017-18 BUDGET CANNOT BE MET.

## 2017-18/2016-17 BUDGET COMPARISON (Continued)

The Street Assessment would increase to \$325.00 per assessable lot. This is an increase of \$200. This street assessment would only be applied to the lots within the subdivision that receive the benefits of the street repair, maintenance, and snow removal. A reduced rate of \$100 per lot would be billed to the lot owners on the gravel roads (Lazy Oak and Timber Ridge).

This street assessment would not be applied to lots outside of the main part of the subdivision that are located on Saline Rd. The HOA would collect \$105,625 (325 lots x \$325) at 100% collection rate for the paved road maintenance and \$4,500 to maintain the gravel roads on Lazy Oak and Timber Ridge (45 lots x \$100 reduced rate). An additional \$2,500 will come from the Chancellor Farm ingress/egress road fee (10 lots x \$250). Any funds remaining from 2017-18 would be carried over to the 2018-19 budget.

<u>EXPENSES</u>	<u>2017-18 Street Assessment Budget</u>	<u>2016-17 Street Assessment Budget</u>
Paved Roads	\$96,125.00	\$27,625.00
Gravel Roads	\$4,500.00	0.00
Snow Removal	\$12,000.00	\$15,000.00
<b>Total</b>	<b>\$112,000.00</b>	<b>\$42,625.00</b>

	<u>2017-18</u>	<u>2016-17</u>
<b>Combined Budget Total</b>	<b>\$141,800.00</b>	<b>\$62,775.00</b>

The streets need significant repairs that cannot be funded with the current assessment rate. At this time there are not other options for funding other than through the assessments. The original budget with the \$125.00 assessment only covered annual snow removal service, pot hole repair and simple street repair projects. The assessment increase of \$325 per year will allow for major road repair and paving projects each year until all the streets are in an acceptable condition. IF THE STREET ASSESSMENT IS NOT PASSED, A SPECIAL ASSESSMENT WILL HAVE TO BE IMPLEMENTED FOR THE NEEDED ROAD IMPROVEMENTS.

# TRUSTEES NEWSLETTER

## 2016 COMPLETED PROJECTS



The following projects were completed this year:

- May 7 & 8: Brush Clearing around the lake and other common ground areas. The equipment was rented and work was performed by three of the trustees and 2 volunteers from the subdivision. Some of the brush cut down by the lake still needs to be chipped and the trustees plan to rent a wood chipper and chip up this brush.
- May 19: A large crater hole and the deteriorated street around it on Waybridge that made the street close to impassable was repaired.
- June 25-28: Replacement of damaged stop signs and street name signs.
- July 12, 13 & 14: Walnut Ridge was seal coated to prevent future repair costs to the street.
- July 29–August 1: Pothole Repair
- September: Additional Pothole Repair

## VOLUNTEER APPRECIATION



The trustees would like to recognize and thank our volunteers who have helped with improvements to our subdivision community this year as follow:

- Thanks to Our Volunteers!**
- Painting of our entrance sign— Roger Bower
  - Brush Clearing— Dan McKean, John Linsenhardt, Casey Cross, Brenden White and Roger Bower
  - Landscaping of shrubs and weed removal in entrance sign stone structure—Stacy Moore
  - Coordination with the Missouri Conservation Department to evaluate the subdivision lake for grant eligibility to improve it — Stacey Watkins
  - Removal and replacement of damaged subdivision signs— Emmanuel Garcia, Stacey Watkins, TJ Moore, Roger Bower, and Paula Queathem.
  - Friends of Hermitage Hills Adopt a Road Program Coordinator - Marilynn Schepker
  - Developing and managing the Hermitage Hills Friends Facebook page —Chris Berra and Stacey Watkins

## ON-GOING PROJECTS

There are projects that are currently in progress and on-going as follow:

- 1) Stop sign and speed limit sign installation. With the help of volunteers, more stop signs and speed limit signs will be installed throughout the subdivision. The trustees agreed to increase the speed limit from 15 mph to 20 mph which is the minimum speed required if the County would consider taking over maintenance of our streets in the future.
 
- 2) The subdivision website is currently being worked on and will be updated and improved with the volunteer help of Roger Bowers.
- 3) Lake improvements are in the planning stages and a recent study done by the Missouri Conservation Department will determine if the subdivision is eligible for a grant to improve our lake and make it more habitable for the fish. The application for the grant has been submitted. If approved, the subdivision will receive \$750.00 per year for five years.
- 4) A brush removal project took place in May and there will be a follow up project this fall. The trustees plan to rent a wood chipper and chip up brush that remains from the first project.
 

LOT OWNERS WITH FALLEN BRANCHES FROM RECENT STORMS ON THEIR PROPERTY MAY BRING THEM TO THE COMMON GROUND AREA UNDER THE DAM TO BE INCLUDED IN THE WOOD CHIPPING THAT WILL BE DONE.

## NEAR FUTURE PROJECT—LAZY OAK DRIVE



Bids have been received and the project approved by the trustees for repair road work on Lazy Oak Drive. This project will include digging ditch culverts for water drainage and re-graveling the road. This project will be done as soon as it can be scheduled.

# TRUSTEES NEWSLETTER

## FUTURE ROAD REPAIR PROJECTS



The trustees have received bids from three contractors for the repair of the worst areas of our roads in the subdivision which will be completed in stages over the next few years with funding coming from the increase in the annual road assessment being proposed. Following are the roads to be repaired, the lowest cost bid and work to be done:

### Summerland Drive/Summerland Court: \$79,400

6,000 sq. feet concrete patch and pave entire concrete area with asphalt

### Upper Pinehaven Drive: \$48,000

Dig out and re-pave with 2 layers of asphalt from Walnut Ridge to curve in road; replace 200 feet of curbing

### Westbourne Way: \$38,755

Pave the entire section from High Cliff Drive to Hermitage Drive and repair corner

### Westbourne Way: \$38,650

(Unpaved area to the parking pad on the common ground by the lake) Dig out deteriorated area, install new base, repave with two layers of asphalt to the corner of Turnbridge Drive

### Buckboard Lane: \$28,000

Install drainage tiles, repair existing structure and repave with asphalt

### Hermitage Drive: \$27,000

(High Cliff Drive to Westbourne Way) Dig out deteriorated areas, repair and repave with two layers of asphalt

### Hermitage Drive: \$54,930

(Saline Road to High Cliff Drive) Repave the entire area with two layers of asphalt.

### Timberside Drive: \$30,750

Repave the entire road from Saline Road to Walnut Ridge.

### TOTAL COST: \$345,585

The proposed road assessment for 2017-18 at a 100% collection rate will generate \$105,625 to apply toward these road projects each year. Therefore, it will take at least three years to fund and complete these projects.

## SNOW REMOVAL

The trustees have requested and received bids for this coming winter's snow removal service. Jelm Construction has been awarded the contract for this winter to provide this service at a lower cost than what was offered by our previous snow removal contractor.



The snow removal service for our subdivision is 2 tiered as follows:

- Tier 1 = For light snow falls, only steep hills and entrances will be salted and plowed
- Tier 2 = For heavy snow falls, most paved roads will be plowed

We would like to ask everyone to avoid parking on our subdivision roads in inclement winter weather so that the snow plows can effectively clear the snow off of the roads as needed.

## LICENSED VEHICLES ONLY

We would also like to remind everyone 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.

In addition, ALL drivers should obey the subdivision speed limit of 20 mph.

# TRUSTEES NEWSLETTER

## VEHICLE RESTRICTIONS



This is a reminder of vehicle restrictions regarding unlicensed and derelict vehicles and parking of vehicles 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 a vehicle 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. In addition, derelict and unlicensed vehicles are subject to being towed away with the owner responsible for the cost of the towing.



## EXTERIOR STRUCTURE RESTRICTIONS

The construction of swimming pools, fences and 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



Tall grass and brush overgrowth on a lot owner’s property is the responsibility of the lot owner and violates the nuisance restrictions in the indentures. 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 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 time.

# TRUSTEES NEWSLETTER

## 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 signs with stakes on them into the dirt inside the stone box under the entrance sign. There is plastic ground cover 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:



## 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)