

# Hermitage Hills Subdivision



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## *2024 Annual General Meeting*

The annual meeting of the owners will be held by the Homeowner's Association Trustees on:

**Tuesday May 7th, 2024**

**7:00 p.m. – 9:00 p.m.**

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

**Fenton United Methodist Church**

**Fellowship Hall**

**Lower Level**

**800 Gravois Rd**

**Fenton, MO 63026**

**(Please note the new location)**

All lot/homeowners and residents are highly encouraged to attend. The meeting will include a presentation from the HOA Board of Trustees including updates on road repairs, common ground improvements, budget information for 2024-25, and detailed discussion on ballot items.

Ballots will be collected at the meeting.

If you are unable to attend, please mail your ballot to  
PO BOX 426, Fenton, MO 63026 by May 14, 2024

Special points of interest:

- **General Meeting**
- **Voting Items**
- **Trustee needed**
- **2024–2025 Budget**
- **Rules and Ordinances**
- **Unified Trash Service**

## *Ballot Items*

1. Election of 1 trustee: John Linsenbardt
2. The Administrative Assessment for 2024-2025 is set to remain the same at \$75.00 but a yearly vote is needed for approval.

3. The Road Maintenance Assessments for 2024-2025 are set to remain the same as last year (\$325.00 for asphalt roads, \$100.00 for gravel) but a yearly vote is needed to approve the Road Maintenance Budget.
4. Dring last year's election, the proposed amendment allowing the raising of chickens was withdrawn from consideration after the trustees received multiple comments/complaints about the lack of information/details being provided to allow the owners to make an informed decision.  
The question is being presented again and the proposed guidelines that would have to be adhered to were included in this ballot information packet mailed with the ballots. These regulations are based on and conform with ordinances of nearby communities.
5. After the continued substandard service from DCS Waste Services, the trustees have decided to discontinue using DCS as our trash service provider and allow the owners to choose a new trash service provider. After sending out multiple requests for bids from various companies, we only had two companies (Woody and Sons Disposal and American Eagle Waste) provide bids. Information on the two companies is included in this ballot information packet mailed with the ballots. We will also try to have them at the meeting.



### *Subdivision Garage / Yard Sale*

The annual subdivision garage/yard sale is scheduled to take place on:

**Saturday, April 27, 2024 from 7:00 am to 2:00 pm.**

This event is coordinated by a homeowner / volunteer each year who chooses the date. This includes posting the event to media outlets, assisting with posting signage for the event, and answering questions and inquiries from residents.



### *Howling and Barking Dogs*

There is 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. no 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, access the ordinance web page at:

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

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

## *Pet Owner Responsibilities*

The following are the pet owner responsibilities in Jefferson County and apply to Hermitage Hills pet owners:



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

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

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.

Pets 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.

## *Derelict Vehicle and Trailer Parking*



Section 6.5 of the indentures states “**Lot owners, residents, and their guests shall not store, in plain view, any derelict or unlicensed vehicle on any lot in the subdivision.** This also includes on-street parking of unlicensed vehicles.

The Jefferson County Solid Waste Ordinance also prohibits keeping a derelict vehicle on any property in Jefferson County and defines a derelict vehicle as: “**Any vehicle that is inoperable (unable to start and move under its own power), partially or totally dismantled, or has portions of its body work missing or is substantially damaged.** Derelict vehicles may include, but are not limited to cars, trucks, motorcycles, construction equipment, recreational equipment (such as boats, campers, motor homes, ATVs, and go-carts), lawn and garden equipment, and trailers (such as utility, boat, and box).”

The Homeowners Association will work to have any derelict vehicle removed from a subdivision property, including reporting it to the Jefferson County Solid Waste Division for enforcement.

Section 6.5 of the indentures also states, “**All motor homes, campers, trailers, and watercraft must be parked in garages/carports or driveways.**” Parking them in the grass in front or back yards or on a streetside parking pad is NOT permitted.

## *Fines for Indenture Violations*

The trustees have set standardized fines for the following violations:

- Trash Service non-compliance: \$50.00 per month.
- Parking and derelict vehicle violations: \$25.00 per week, per vehicle.
- Overdue assessments: \$25.00 per month
- Fines for other violations will be determined by the trustees as needed.

## *Homeowners Association Trustee needed*

One of the HOA trustees resigned recently, and we are in need of a volunteer to replace them.

Qualifications required are:

- The recorded owner of a lot or their spouse, or the designated representative of an entity owning a lot.
- Must be 21 years of age.
- Must be current on all assessments owed to the subdivision.

Volunteers will need to be able to attend the scheduled trustee meetings.

If interested, please email the trustees at the address listed at the end of this document or notify us at the annual meeting on May 7<sup>th</sup>.

## *Major Road Project Repair List—Completed*

- **Summerland Drive, Summerland Ct, and concrete part of Walnut Ridge: \$80,000** Summerland from Westbourne to Walnut Ridge, all of Summerland Ct, concrete portion of Walnut Ridge
- **Hermitage Drive: \$27,000** High Cliff Drive to Westbourne Way
- **Hermitage Drive: \$54,930** From Saline Road to High Cliff Drive
- **Westbourne Way: \$38,650** From parking pad at the lake to the corner of Turnbridge
- **Pine Haven Drive: \$64,800** From Americana to Walnut Ridge
- **Timberside Drive: \$30,750** Repave the entire road from Saline Road to Walnut Ridge.
- **Westbourne Way: \$17,575** From High Cliff Drive to Hermitage Drive and corner
- **Buckboard Lane: \$56,700** Install drainage pipes, repair existing structure and re-pave full length
- **High Cliff Drive: \$18,500** Clean out and add and rock to ditches, paving from Hermitage to Westbourne Way
- **Waybridge Lane: \$56,450** Install storm water collection boxes and paving from Pine Haven to Timberside Dr.
- **Americana Way: \$69,900 paving,** From Hermitage to Pine Haven.



As of April 2024, approximately 50% of the subdivision roads have been repaved. Repairs to Westbourne Way, and Waybridge Lane will include stormwater runoff remediation.

## *Major Road Project Repair List—Future Plans*

- **Waybridge Lane: \$BIDDING** - From Pine Haven to Hermitage
- **Waybridge Lane: \$BIDDING** - From Hermitage to Turnbridge
- **Waybridge Court: \$BIDDING** – The entire length including the cul-de-sac
- **Westbourne Way: \$BIDDING** - From Pine Haven to Walnut Ridge
- **Walnut Ridge: \$BIDDING** - From just east of Pine Haven to Saline Rd
- **Timber Ridge: \$BIDDING** – The entire length from Saline Rd
- **Lazy Oak: \$BIDDING** – The entire length from Saline Rd

## *Drainage Repair/Installation*

### **Drainage Repair/Installation:**

These drainage installations and repairs will protect the road and road edge from degradation as well as surrounding properties. The order of work is to be completed taking into account the flow of water—starting from lowest levels and going up, as well as reduced costs by combining with affected areas with areas that are already receiving work.

### **Completed:**

- **Waybridge Lane (between Pine Haven and Timberside: \$17,000** - Installed two collection boxes, and concrete pipe from Waybridge to the creek.
- **Westbourne Way: between High Cliff and Summerland Drive** - Install Drainage pipe and Grate to evacuate water from roadway to the evacuation creek.
- **High Cliff Dr:** Between Westbourne Way to Hermitage—Install culverts and clean out and rock drainage ditches to divert water from roadway to a flow ditch leading to water collection lake.
- **Westbourne Way (between Pine Haven and Walnut Ridge)** Installed culverts as needed, cleaned and graded ditches on uphill side of road.
- **Hermitage Drive (between High Cliff and Westbourne Way** ---Install collection box and new pipe under Hermitage Drive t the lake.
- **Americana Way:** Cleared eroding area above Americana, added white rock and collection box. Cleaned out and repaired storm pipe between Americana and Waybridge Lane, added collection box on Waybridge.
- **Buckboard Lane:** added 3 drainage trenches under lower Buckboard Lane

### **Future:**

- **Waybridge Lane (between Pine Haven and Hermitage):** Clean out and grade uphill side, add culverts as needed.
- **Westbourne Way:** Add culvert and concrete pipe at the low spot just east of Pine Haven.
- **Lake Inlet Area:** From culvert under Hermitage—Clean out Culvert and Collection area for sediment and debris. Shape water collection area leading into collection Lake. Install concrete to protect the area.
- **NUMEROUS** other locations still to be determined.

## *Additional Projects for 2022 and Beyond*

**Traffic Signs:** Based on the survey results the HOA converted the intersection at Hermitage Drive and Waybridge Lane to a 4-way stop. The intersections of Waybridge Lane and Pine Haven Drive, and Pine Haven Drive and Westbourne Way will also be converted into 4-way stops.

**Street Lights:** \$BIDDING Based on the survey results the HOA will be adding street lights at Hermitage Drive and Waybridge Lane and Waybridge Lane and Pine Haven Drive.

## 2023-24 Income and Expenses

### INCOME AND EXPENSES

FY 2023-24				
<b>Bank Balance on:</b>	<b>1-May-23</b>	<b>\$22,128.35</b>		
INCOME				
Year	Month	Administrative Fund	Street and Drainage Fund	Past Due Collections
2023	May	\$5,900.00	\$23,685.00	\$3,175.00
2023	June	\$9,180.00	\$37,045.00	\$971.00
2023	July	\$4,675.00	\$17,196.53	\$1,065.00
2023	August	\$1,425.00	\$6,445.00	\$3,130.25
2023	September	\$410.00	\$2,310.00	\$1,975.00
2023	October	\$300.00	\$2,240.00	\$1,400.00
2023	November	\$575.00	\$2,350.00	\$2,593.75
2023	December	\$375.00	\$1,665.00	\$575.00
2024	January	\$505.00	\$750.00	\$975.00
2024	February	\$75.00	\$325.00	\$850.00
2024	March	\$450.00	\$2,135.00	\$1,300.00
2024	April	\$375.00	\$1,795.00	\$3,087.50
<b>Totals</b>		\$24,245.00	\$97,941.53	\$21,097.50
<b>Total collected for</b>		<b>2023-24</b>	<b>\$143,284.03</b>	
<b>+ Bank Balance on:</b>		<b>1-May-23</b>	<b>\$22,128.35</b>	
<b>Total Funds Available for FY23-24:</b>			<b>\$165,412.38</b>	

Administrative Budget Expenses			
2023-24	Amount Spent	Amount Budgeted	Over/Under
Legal Fees	\$2,552.20	\$4,000.00	\$1,447.80
Office Expenses	\$440.92	\$1,000.00	\$559.08
Website and IT	\$149.99	\$705.00	\$555.01
Postage	\$474.00	\$750.00	\$276.00
Street Lights	\$525.00	\$250.00	-\$275.00
P.O. Box	\$200.00	\$120.00	-\$80.00
Miscellaneous	\$178.79	\$750.00	\$571.21
Insurance	\$1,973.65	\$2,200.00	\$226.35
Common Ground/Lake	\$5,745.02	\$6,750.00	\$1,004.98
General Meeting	\$150.00	\$300.00	\$150.00
Emergency Fund		\$5,000.00	\$5,000.00
Capital Improvements	\$46,708.42	\$3,750.00	-\$42,958.42
<b>Total Admin Expenses</b>	\$59,097.99	\$25,575.00	
Street Budget Expenses			
2022-23	Amount Spent	Amount Budgeted	Over/Under
Paving	\$78,481.66	\$88,525.00	\$10,043.34
Snow Removal	\$6,925.00	\$15,000.00	\$8,075.00
<b>Total Street Expenses</b>	\$85,406.66	\$103,525.00	

<b>Total Expenses from both funds:</b>		<b>\$144,504.65</b>
<b>Current balance</b>	<b>11-Apr-24</b>	<b>\$20,907.73</b>

## 2024-2025 Administrative Budget

EXPENSES	BUDGET	EXPENSES	BUDGET
Legal Fees	\$ 4,000.00	Miscellaneous	\$ 750.00
Office Expenses	\$ 1,000.00	Insurance	\$ 2,200.00
Website	\$ 705.00	Lake Maintenance	\$ 750.00
Postage	\$ 750.00	General Meeting	\$ 300.00
Street Lights	\$ 250.00	Emergency Fund	\$ 5,000.00
PO Box	\$ 120.00	Capital Improvements	\$ 3,750.00
Common Grounds	\$6,750.00		

\* budget is based on 100% collection rate



## 2024-2025 Street Assessment Budget

EXPENSES	BUDGET
Road Repairs	\$ 88,525.00
Snow Removal	\$ 15,000.00

\* budget is based on 100% collection rate

## 2024-2025 Assessment Billing

The billing statements for the 2024-2025 fiscal year will be mailed out on May 1<sup>st</sup> and due on July 1<sup>st</sup>. Any unpaid assessments after July 1<sup>st</sup> will start to accumulate the \$25 per month late fee as per Section 4.3 of the indentures. The assessments will be the same as last year, Administrative: \$75.00 per lot, Paved Roads: \$325.00 per lot, and Gravel Roads: \$100.00 per lot.



## *Assessment Payment*

### *Plan*

Did you know you can make payment arrangements for your assessments? Please note any late assessments that have not had a payment plan arranged by the due date are subject to a \$25.00 per month late fee as stated in the indentures. Additionally, failure to adhere to an arranged payment plan will result in forfeiture of the option to participate in a payment plan in the future. Here are the payment plan guidelines:

1. Payments must be made on time, monthly. Any owner on a payment plan that fails to make a payment with-in 60 days (2 months) of the last payment will be considered in breach of the agreement on the part of the owner. This will result in the remaining balance of the account being turned over for collection actions, with all

late penalties added to the account from the original date the bill was due.

2. The owner will **not** be sent a monthly statement listing the outstanding balance, but a statement can be requested from the HOA at any time. The owner is still responsible for making the regular payment without receiving a monthly statement.

3. Payments must be a **minimum of \$80.00 beginning on or prior to due date on original assessment**. This is the minimum required amount that will settle the outstanding balance by the end of the calendar year.

4. For owners on payment plans that are making payments on multiple years of unpaid assessments. To avoid confusion for accounting purposes, payments made are applied to the oldest owed assessments first, working to the newest assessments owed.

## *Common Ground and Lake Rules*

- 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.

## *Unified Trash Service*

The annual ballot this year includes a vote on the selection of a new trash service. Per the amendment of the indentures that was passed in the 2019-2020 election, all properties within the subdivision must use the designated provider as their trash service. Once the new company is elected, a letter will be sent to all the owners and tenants of properties with instructions on how to sign up for the new service and the deadline to switch (90 days).

Because the primary purpose of switching to the unified trash service was to reduce the wear and tear on the subdivision's streets, the trustees did not require the 10 properties that face Saline Road to participate, but we will extend to the and the owners of the Chancellor Farms properties the offer to participate if they want to use the designated service.

Reminder letters will be sent out to owners who fail to switch within the deadline. Any failure to comply after that will result in a fine of \$50.00 per month until they are in compliance.

## *Landlords and Tenants*

As stated in Section 6.9 of the indentures, all landlords will be held responsible that their tenants are compliant of the indentures including any fines for violations by the tenant.

## *Winding Meadows Subdivision*

McBride Homes has purchased the property just north of the entrance at Hermitage Drive and is creating a new subdivision named Winding Valley. It will consist of 83 new homes and the entrance will be on Saline Road between Ron Drive and Memory Lane. (Google Maps already shows the new road locations).

## *Saline Road Construction*

The Jefferson County Department of Public Works has two projects for Saline Road that will affect the subdivision.

The first project has received funding and will be from Northwest Blvd to just past the Hermitage Drive entrance and improvements will include: 4' shoulders where possible, center and edge rumble strips, enhanced warning signs and guardrail where warranted, and extending three box culverts along the project limits. Construction is scheduled to start in January 2025 and last until June 2026.

The 2<sup>nd</sup> project will be on Saline Road from Walnut Ridge down to the 3-way intersection at Diehl Rd and continue on Diehl Rd to Old Sugar Creek Rd. It will consist of removing trees that are roadside hazards and brush that limits the range of site, adding yellow safety signs on the curves, and eliminating the sharp roadside drop off just west of Lazy Oak. This is a future project that currently has no funding or scheduled dates.

## *Time for Spring Cleaning!*

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 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 and beautiful place for everyone. We encourage you look around your property for trash and other unsightly nuisances that could be eliminated to adhere to the subdivision indentures and prevent a violation notice. This includes vehicles that are not licensed and do not run.

### Hermitage Subdivision

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#### *Newsletters by Email*



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 #, 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 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 :

<http://www.hermitagehills.net/>

