

Emerald Forest

Homeowner's Association, Inc.
Eureka, MO 63025
Emeraldforesteureka@gmail.com



Version 2014.01

EMERALD FOREST SUBDIVISION ASSOCIATION

Dear NEW Emerald Forest Homeowner;

The Board of Trustees on behalf of the residents of the Emerald Forest Subdivision would like to take this opportunity to WELCOME YOU to our Subdivision.

We have enclosed an information packet containing valuable information that should help you in your transition and in becoming familiar with our Subdivision.

We would like to point out several important procedures that may be of help for you.

Homeowner Issues... A formal plan has been established for reporting issues that should come before the Board of Trustees for review. A "Subdivision Action Request" should be completed in detail for consideration of any actions proposed for the Trustees. We encourage you to describe each issue in detail, include a sketch or drawing as necessary for clarification, and recommend a specific course of action. When you have completed the form with all required information, please sign your name and date the form (unsigned and non dated forms WILL NOT be considered). These forms can be dropped off or mailed to any Trustees home address. The Trustees will issue a response to every issue within 30 days from the date received.

Home Improvements.... ANY construction project (Deck, Addition, Pool, Fence, etc), MUST come before the Subdivision Trustees/Architectural Committee for approval. The City of Eureka will NOT issue a building permit for any addition and/or improvement, without Trustee approval. A "Homeowner Additions & Improvements Release" form must be completed in detail and submitted along with plan/blueprints and material list to the Emerald Forest Board of Trustees for "subdivision approval" (please refer to the "Indenture of Trust and Restrictions for Emerald Forest, City of Eureka, St. Louis County, Missouri", dated 5/08/1997, ARTICLE VI), The plans and specifications showing the nature, kind, shape, height, materials, colors, and location shall be submitted.

Upon Trustee approval, this form can be presented to the City of Eureka for issuance of the official building permit. The Board of Trustees reserves the right for possible periodic inspections during construction.

Common Ground Maintenance.... An independent Lawn service has been contracted to maintain our "Common Ground" including the Subdivision Entrances, Park Area, and Pump House. We have established a specific plan for each area, such as; the Entrances will be maintained weekly with mowing and weeding of the islands. Other 'Common Ground' areas will be scheduled every two or three weeks depending on the area and growth rate. If there is an area of "Common Ground" adjacent to your home that needs addressing, please complete a "Common Ground Maintenance Request" form so we can communicate that requirement to the Lawn Service. If we do not receive a completed form from you we will assume that you will not require this service. The Lawn Service WILL NOT take direction from the homeowners.

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Several specific restrictions that NEW Homeowners need to be aware of are:

Boats and Trailers ... Parking Boats or Trailers in driveways or streets within our Subdivision is NOT permitted (please refer to the "Indenture of Trust and Restrictions for Emerald Forest, City of Eureka, St. Louis County, Missouri", dated 5/08/1997). They must be placed completely inside your garage. Overnight exceptions (not more than 48 hrs) are permitted while making other arrangements.

Trash Cans & Receptacles ... Trash receptacles can NOT be outside in view EXCEPT on collection days. Please refer to the Indentures & Restrictions, Section IX, Paragraph 14.

Out Buildings or Storage Sheds ... Out buildings and/or storage sheds (of any type) are not permitted in the Emerald Forest Subdivision. Refer to the "Indenture of Trust and Restrictions for Emerald Forest, City of Eureka, St. Louis County, Missouri", dated 5/08/1997). This would include lawn & garden storage, pool storage, wood, plastic, or any other type of storage shed.

Garage Sales ... Our Subdivision has a clearly defined policy on Garage Sales. The policy calls for "Two (2) per year subdivision-wide plus one additional if a resident is moving. The official dates for these sales will be the 1st Wednesday and subsequent Saturday of May and October". If you have any questions please contact one of the trustees.

Association Fees The Indentures of Trust and Restrictions for Emerald Forest, City of Eureka, St. Louis County, Missouri", dated 5/08/1997 require the Board of Trustees to assess an annual association fee of \$200.00 per resident, due on or around the first of each year. This fee gives our Subdivision an annual operating budget of around \$28,000 to maintain and service our common ground and property.

Future Homeowner Association Meetings The Board of Trustees schedule homeowner association meetings as needed to review budget issues and go over pending issues and events within Emerald Forest.

Emerald Forest Mailing List: We encourage you to provide your email address for future correspondence and mailings to insure you stay up to date on subdivision communications. You can email us your information at emeraldforesteureka@gmail.com, and we'll insure we get your email added to our electronic distribution list.

Subdivision forms, quarterly financials, and the "Indentures and Restrictions" are available on the subdivision website at www.emeraldforesteureka.com.

We hope this gives you a brief overview of YOUR new subdivision. Keep in mind we value your input and encourage your comments.

James McMillen
Chairman, Emerald Forest Homeowner's Association, Inc.



Trustee Names and Addresses:

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|----------------|------------------------|--------------|--|
| James McMillen | 741 Emerald Oaks Court | 314-393-8664 | james@stl-properties.com |
| Rod Zahner | 732 Emerald Oaks Court | 314-623-7681 | rod.sandy@sbcglobal.net |
| Ed Gallagher | 905 Emerald Oaks Court | 636-549-3452 | easyed43@hotmail.com |