

Chesterfield Valley / Valley View

Subdivision Association

Billing and Collections Procedure

Effective February 23, 2007 7:00 PM

In accordance with Trust Agreement and Indenture of Restrictions of Valley View Subdivision and Chesterfield Valley as part of, dated 16th of March 1979, Sec 3.14 the trustees are empowered to collect each year from the owners a sum of money (assessment) sufficient for all the general purposes.

The assessments should be determined by the trustees based on a budget prepared by October 15 for the following year expenses. The following is the process:

1. On the first business day in November, the owner invoices for the annual assessment should be mailed to each owner. The payment is due January 31
2. On the first business day of February, the unpaid invoices are declared past due and interest is added to the amount due in accordance with Sec 3.14. (Maximum allowable in Missouri). Statements to owners with past due interest will be mailed to the owner. The Collections firm is responsible for communications with the past due owner. Trustees will refer inquiries from owners to collection agency.
3. On the first business day of March 1, Liens will be filed on lots with past due Assessment, additional interest and Lien charges applied to each past due invoice, and the owners notified of the Lien by mail. The collections firm is responsible for communications with the past due owner. Trustees will refer inquiries from owners to collection agency.
4. On the first business day of April, the past due invoice will be assigned to the law firm for collection, including lawsuit. In accordance with indentures, the cost of legal fees, court cost, etc. "shall be paid by the residence building owner or owners". All communications with the owners will then be the responsibility of the Law firm. The billing and collections agency, as well as trustees should refer all questions from past due owners to the law firm for resolution. The contracted law firm is:

Charles Steib
Bini, Steib, Reid, Kohlen, PC
1610 Des Peres Road Suite 360
St. Louis Mo 63131
Tel 314-862-7805
Email csteib@binisteib.com

Mr. Steib currently, or in the past, has represented a number of subdivisions including Forest Hills, Westhampton, Pleasant Valley, Pheasant Run, Kehrs Mill. He has also served as prosecuting attorney for Clarkson Valley and Judge for Clarkson Valley. He has significant experience for subdivisions and city law.