



## SBCA Jottings

December - 2003

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Dear Fellow Resident,

**Winter has returned**, but our Landscape Director, Bill Burke, can't go into hibernation just yet! Now is the time for interviewing landscapers and preparing for next spring, so Bill's fun is only just beginning. Landscaping is the highest cost line item in our budget and as a result, a major responsibility. We are pleased and fortunate to have Bill Burke laying the groundwork for this project.

Next summer is the year for our complex to have a face-lift. As announced in previous newsletters, both Mashie and Brassie Courts are due for repainting. Ed Czupryna has officially initiated the tedious but necessary process of locating an able, competent contractor at the most reasonable price for this all-important project. As an adjunct effort to this project, Judy Mikula, our Board Secretary, has volunteered to head a committee in order to determine the new color(s) choices. Anyone desiring to provide input and has interested in helping Judy as a committee member, please call the SBCA voice mail system and leave your name and telephone number for Judy. Don't hesitate; the color selection project won't require a great investment of time and if you feel strongly about our palette, this is the time to speak up. All interested parties are encouraged to call, and will find themselves most welcome.

### Regulations and Guidelines Manual

The latest version of our Regulations and Guidelines manual was distributed to all residents in May of this year. While we all enjoy a respectful, quiet community, we continue to experience a number of parking and other violations. Considering **snow removal**, and for the benefit and safety of all residents and our guests, parking regulations **must be** enforced. Nobody wants to awaken in the morning all prepared to set off for work, and discover their vehicle blocked by the snow pushed aside by plows as the trucks navigate parked cars left in spaces overnight. As a reminder;

In order of priority, residents should park;

- 1) **In their garage, with the door down.** This will help our snow removal service to quickly and efficiently keep our streets and visitor's parking spaces clear.
- 2) In the residents' own driveway
- 3) In a designated guest parking space (with Board approved variance)

**Note:** *no commercial vehicle over night parking in "common area" (includes residents own driveway) is allowed.*





### **Regulations and Guidelines Manual** **cont'd**

Guests of SBCA residents should park in the designated guest parking spaces. Out of courtesy to other residents and for safety reasons, **parking is not allowed in any blacktop area except the designated guest spaces**. Guests should place the green placard (or other notice) identifying the resident's unit.

### **Garbage Collection**

**Eeeek!** With frigid winter winds and inclement weather upon us, its more important than ever we make an effort to keep our garbage, and garbage cans under control. Some of us have been picking up trash and boxes blown free from neighbor's trash cans and toppled containers set out overnight in windy conditions. The alternative is living with garbage and refuse blowing about the neighborhood. Please take a moment and secure the lid or weigh down the refuse with a heavy object. Finally, if you have a dog, please display some consideration for your neighbors and clean up after your pet. The dog hasn't a choice, **you** do. Animal waste is becoming a particular problem along the river walk. Nobody wants to step in or look at this unpleasant by-product of pet ownership. If the problem isn't alleviated, there will be a proposal made to hire a service to remove it on a regular basis. This service will, of course, add to the cost burden of all. Pet waste is a health as well as esthetic issue. There are elderly people, small children, mothers with toddlers and strollers as well as joggers and other animal lovers. This

path belongs to everyone. Pedestrians shouldn't have to navigate a minefield every time they pass Brassie and Mashie courts.

### **Emergency Contact Form**

Attached with this newsletter is a copy of **Form 2000** (Emergency Contact Form). Please take just a few minutes to complete this form and return it with your next monthly assessment check. For those of you who use an electronic payment method, please pass it along to a board member. For those of you who do not use an electronic payment method, new assessment envelopes will accompany this newsletter.

### **2004 Budget**

Attached with this newsletter is the SBCA operating budget for year 2004 as approved by the Board of Directors. Please take some time to review this document and should you have any questions, comments or concerns, please feel free to call to the association voice mail system and a Board member will return your call.

If you have any other questions or suggestions regarding this newsletter, or if there are any matters that you feel the board needs to be aware of, you can call (630) 415-1174. A board member will return your call and get your questions answered.

Sincerely,

Tim Reed  
SBCA President





# SEVEN BRIDGES COURTS ASSOCIATION

27 Mashie Court, Woodridge, IL 60517  
630-415-1174

## Emergency Contact Form For Association Use Only

### Unit Information

\_\_\_\_\_  
Date:

Unit Address

\_\_\_\_\_  
First and Last Name of Owner(s)

\_\_\_\_\_  
First and Last Name of Occupant(s) *(if different)*

Unit Phone Number

E-mail Address:

### **Workplace Information**

\_\_\_\_\_  
Name of Employer

\_\_\_\_\_  
Work Phone Number

E-mail Address:

\_\_\_\_\_  
Name of Employer

\_\_\_\_\_  
Work Phone Number

In an emergency it may be necessary to gain access to your unit while you are away, please provide the name of a person who is authorized by you and has a key to your unit. This information is optional – a Board member would only contact them if immediate action needs to be taken.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Home phone number

\_\_\_\_\_  
Work Phone number

E-mail Address:



**SEVEN BRIDGES COURTS ASSOCIATION**

REVENUES: 2004 Budget					
Fiscal Year Runs Jan. 1 <sup>st</sup> thru Dec. 31 <sup>st</sup>					
Acct. No.	ACCOUNT NAME	2004 Final Budget	2004 Actual Activity	2004 Variance over budget	% of 2004 Budget
700	Regular Assessments	\$102,120.00	\$0.00	(\$102,120.00)	0%
710	Late Fees	\$100.00	\$0.00	(\$100.00)	0%
720	Interest Earnings	\$0.00	\$0.00	\$0.00	0%
730	Legal Costs Recovered	\$0.00	\$0.00	\$0.00	0%
740	Special Assessment	\$0.00	\$0.00	\$0.00	0%
	Funds from Master Reserve	\$0.00			
TOTALS - Revenue		\$102,220.00	\$0.00	(\$102,220.00)	0%
EXPENDITURES: 2004 Budget					
UTILITIES/SUPPLIES					
100	Common Area Electric	\$1,300.00	\$0.00	(\$1,300.00)	0%
110	Common Area Water (Irrigation)	\$3,900.00	\$0.00	(\$3,900.00)	0%
120	Maintenance Parts & Supplies	\$500.00	\$0.00	(\$500.00)	0%
130	Misc. Expense	\$100.00	\$0.00	(\$100.00)	0%
TOTALS - Utilities & Supplies		\$5,800.00	\$0.00	(\$5,800.00)	0%
MAINTENANCE					
300	Lawn & Landscape Maint. Contract	\$25,000.00	\$0.00	(\$25,000.00)	0%
305	Snow Removal	\$8,000.00	\$0.00	(\$8,000.00)	0%
310	Landscape-Other	\$8,000.00	\$0.00	(\$8,000.00)	0%
315	Exterior Pest Control	\$100.00	\$0.00	(\$100.00)	0%
318	CAMA Assessment	\$3,900.00	\$0.00	(\$3,900.00)	0%
319	Master Reserve Contribution	\$30,000.00	\$0.00	(\$30,000.00)	0%
320	Repairs & Maint: Bldg/Roof/Gutters	\$1,000.00	\$0.00	(\$1,000.00)	0%
323	Telephone	\$130.00	\$0.00	(\$130.00)	0%
325	Repairs & Maint.: Decks	\$500.00	\$0.00	(\$500.00)	0%
330	Repairs & Maint.: Driveways, Walkways	\$3,000.00	\$0.00	(\$3,000.00)	0%
335	Repairs & Maint.: Electrical	\$1,000.00	\$0.00	(\$1,000.00)	0%
340	Repairs & Maint.: Plumbing	\$500.00	\$0.00	(\$500.00)	0%
345	Repairs & Maint.: Sprinklers	\$5,800.00	\$0.00	(\$5,800.00)	0%
350	Street Repairs/Maint., Cleaning & Sealcoating	\$0.00	\$0.00	\$0.00	0%
355	Window Washing	\$3,300.00	\$0.00	(\$3,300.00)	0%
360	Maintenance: General Handyman	\$1,400.00	\$0.00	(\$1,400.00)	0%
370	Other Miscellaneous Exterior Repair	\$250.00	\$0.00	(\$250.00)	0%
TOTALS - Maintenance		\$91,880.00	\$0.00	(\$91,880.00)	0%
ADMINISTRATIVE					
500	Management Fee	\$0.00	\$0.00	\$0.00	0%
510	Audit/Tax Return	\$375.00	\$0.00	(\$375.00)	0%
520	Legal Fees	\$500.00	\$0.00	(\$500.00)	0%
525	Professional Services	\$250.00	\$0.00	(\$250.00)	0%
530	Office Supplies	\$100.00	\$0.00	(\$100.00)	0%
540	Ins.: Gen'l. Public Liab. & Property Damage	\$2,062.00	\$0.00	(\$2,062.00)	0%
550	Insurance: Directors' & Officers' Liability	\$360.00	\$0.00	(\$360.00)	0%
560	Dues & Subscriptions	\$0.00	\$0.00	\$0.00	0%
570	Real Est. Taxes for Common Area	\$20.00	\$0.00	(\$20.00)	0%
580	Federal & State Income Taxes	\$800.00	\$0.00	(\$800.00)	0%
590	Miscellaneous	\$75.00	\$0.00	(\$75.00)	0%
595	Newsletter	\$0.00	\$0.00	\$0.00	0%
TOTALS - Administrative		\$4,542.00	\$0.00	(\$4,542.00)	0%
	Total Revenues	\$102,220.00	\$0.00	(\$102,220.00)	0%
	Total Expenses	\$102,222.00	\$0.00	(\$102,222.00)	0%
	Excess(Deficiency) Rev. over Exp.	(\$2.00)	\$0.00	\$2.00	0%
	Assessment per Unit	\$185.00			

\* see addendum "A" for more detail