STEEPLE RUN COMMUNITY COUNCIL MEETING AGENDA

9/11/14

Board Members
Bill Klein Tom Zakosek Michael Klecka
Marty Savino Brian Haberstich Ron Edgington Michael Ladas
Jeffrey LaHaye Eric Lukacsik Perry Youngs
Phoebe Ruffin Clubhouse Manager Carol Large Pool Manager Kenneth Amdall Attorney

A. Call to Order – President
B. Resident comments
C. Attendance
D. Consent Agenda
    1. August Minutes
    2. Financial Reports
    3. Clubhouse report
    4. Pool Report
E. Legal
F. Committee Reports
    1. Grounds
    2. Communications / IT Committee
    3. Pool Committee
    4. Finance and Projects Committee
    5. Building and Pool Committee
    6. Covenants and Bylaws Committee
G. Old Business
    1. Status of Assessments (Ken)
H. New Business
    1. Clubhouse report – items needing approval
I. Executive Session
J. Adjournment

Steeple Run Community Council Board of Directors' Meeting
August 14, 2014

In Attendance		Board Member	Board Position	In Attendance		Board Member	Board Position
X	BK	Bill Klein	President	X	MK	Michael Klecka	Secretary
X	BH	Brian Haberstich		X	ML	Michael Ladas	
X	EL	Eric Lukacsik		X	PY	Perry Youngs	
X	JL	Jeffrey LaHaye			RE	Ron Edgington	
X	KA	Ken Amdall	Attorney	X	TZ	Tom Zakosek	Treasurer
X	MS	Marty Savino				2 Year Open	10/2014
		Clubhouse Manager					
X	PR	Phoebe Ruffin					

Call to Order:

The meeting was called to order by President Bill Klein 7:30PM on Thursday, August 14, 2014 at the Steeple Run Community Center.

Resident Comments:

Gary Armbrust – 24w667 Blackstone Ct

- Complaint regarding outdoor pool party held at the Steeple Run Pool on July 25, 2014 from 8:30PM to 11:30PM
  - Excessive music volume
  - Foul language
  - Complained to pool guard via telephone who not release Pool Manager telephone number
  - Called 911 – Did not show up until after 11:00PM
- Requests from Board
  - Have Board Member or Clubhouse Manager to periodically check on parties
  - Steeple Run contact to call if reoccurrence of incident.
- Board Response
  - DJ had ended at 11:00PM and was breaking down system. Excessive noise not recognized by Sheriff Dept
  - Call 911 correct approach to take
  - Pool Guard performed correct procedure by not releasing manager's number.
  - Resident also had declined giving guard his number in order to have pool manager call him directly.

General Business

Minutes:

- Minutes from July 10, 2014 ***Approved*** PY, JL 2nd

Treasurer/Financial Report

- Presented and filed for Audit
- EL to check if Competitive Lawn Service is under three year contract
- 20 Residents unpaid 2014 assessments – approximately $9.5K

Legal Report: (KA)

- As presented
- Collected large pre-2014 assessment approx $2600.
- 20 late 2014 assessments

Clubhouse Report (PR)

- Ad for Newspaper regarding neighborhood garage sale – declined
- Steeple Run MasterCard to expire 11/2014
- Discussion regarding the need for an Assistant Clubhouse Manager
  - TZ and MK to advise Board at future meeting
- Discussion regarding the need for an Assistant Clubhouse Manager

Committee Reports:

Pool

- Request staff to track pool usage from 4:00PM through 7:00PM for future analysis.
- Drainage corridor next to pool has large drop next to walkway by gate.
- Future discussion pool renovations/maintenance for 2015
  - Painting
  - Concrete
  - Replace diving board or replace diving board with slide
  - Deck surface – not maintained in 2014
- Pool Report presented

Grounds

- Tree removal
  - Dead Ash Tree Lakewood (common ground)
  - Fallen tree on resident's fence, Spring Bay behind sign. Resident on Mariwood Court
- Follow-up on stones approved at July meeting

- Snow Plowing to be addressed
- Bench renovations completed

Finance & Projects

- Goal for remodeling and available funds discussion. Project approvals targeted for September 2014
- Begin working on 2015 Budget

Building

- Toilet replacements complete (locker rooms).
- Bulb replacements occurred
- Design of Steeple Run Clubhouse sign for mounting on building (EL)

Communication

- No Report

Covenants

- No Report.

Unfinished Business:

- None

New Business:

- Religious group wishes to rent Clubhouse every Sunday for a year.
  - No formal request from group for Board to act on
  - Sundays are prime rentals for residents for graduations, showers etc.
- Board Member Elections: Five open seats and four candidates:
- **Motion**: Approve the following residents as Board Members for terms stated beginning October 2014. TZ, PY 2nd ***Approved***

Board Member	***Term***
Brian Haberstich	3 Year Term
Michael Ladas	3 Year Term
Perry Youngs	*3 Year Term*
Ron Edgington	3 Year Term

Executive Session:

- None

Post Executive Session actions:

- None

Meeting adjourned: TZ, JL 2nd

- Next Board August 14, 2014 @ 7:30PM

Steeple Run Community Council Board of Directors' Meeting
August 14, 2014

Committee Summary

Committee	***Members***
Administration	Bill Klein
Building	Eric Lukacsik Jeffrey LaHaye
Grounds	Bill Klein Eric Lukacsik Jeffrey LaHaye
Finance	Eric Lukacsik Tom Zakosek
Pool	Brian Haberstich Marty Savino Tom Zakosek
Communication	Brian Haberstich Michael Klecka Perry Youngs
Covenants	Michael Klecka Perry Youngs Ron Edgington

Internal procedures

Will work on/address one proposal at a time
Committees are responsible for the proposal details
Committees will make recommendation to full Board

Bank	***Acct***	***Description***
Capital One 360	3578	Reserve Account
Chase	9701 1297	Business Checking Business Savings
Lisle	4081	Savings

Vendor	***Contact***	***Telephone***	***Expiration***
Competitive Lawn Service			
Al Duncan Services	Al Duncan		
Susan S. Lewis, LTD, CPA	Susan S. Lewis		
PVN Pool Service Inc.	Pete	(630) 393-7665	Annual

Steeple Run Community Council Board of Directors' Meeting
August 14, 2014

The August 2014 Steeple Run Community Council Board of Directors' Meeting addressed the following:

- Resident Gary Armbrust (Blackstone Ct) complaint regarding Pool party held on July 25th.
- Assessment shortfall by approximately 20 residents for about $9,500
- Dead tree removal
- Begin focus on budget for 2015.
- 2015 pool and clubhouse renovations and maintenance
- Board Elections Residents approved for terms beginning October 2014

Resident	***Term***
Brian Haberstich	3 Year Term
Michael Ladas	3 Year Term
Perry Youngs	*3 Year Term*
Ron Edgington	3 Year Term

Steeple Run Community Council

August 2014

Financial Report

Account balances as of August 31, 2014:

1. Capital One $200,147.52
2. Lisle Savings $63,203.41
3. Chase Savings $95,708.60
4. Chase Checking $8,966.72

Total accounts: $368,026.25
Expenses in excess of $1,000:

Credit Card- $1,168.35 $1,168.35 $1,168.34
IRS – taxes $2,703.12
HMI Remodeling - $3,279.00

Issue to be watched: We are billed $3,195 per month ($22,365 per year) for lawn service. The contract states 7 payments (April thru October) but the billing says we have 8 payments.

Steeple Run Community Council
Profit & Loss Budget vs. Actual
January through August 2014

	Jan - Aug 14	Budget	% of Budget
Ordinary Income/Expense			
Income			
4650 · Rental prop. admin. fee	720.00	1,000.00	72.0%
4750 · Advertiser Income	1,670.00	1,800.00	92.8%
4100 · Assessments	198,502.26	216,395.00	91.7%
4105 · Closing Fees	120.00	400.00	30.0%
4200 · Clubhouse Rentals	2,750.00	4,500.00	61.1%
4400 · Interest Income	215.80	1,000.00	21.6%
4110 · Interest Rec. Assessments	2,039.62	1,500.00	136.0%
4350 · Pool Concessions	2,638.86	2,900.00	91.0%
4300 · Pool Guest Fees	2,114.00	3,400.00	62.2%
4600 · Swim Lessons	2,940.00	1,645.00	178.7%
Total Income	213,710.54	234,540.00	91.1%
Gross Profit	213,710.54	234,540.00	91.1%
Expense			
5100 · RECREATION CENTER EXPENSE			
5115 · Clubhouse Rental Expense	900.00	2,000.00	45.0%
5140 · Maintenance			
5143 · Cleaning	2,585.00	4,000.00	64.6%
5142 · Other Maintenance	2,415.57	3,500.00	69.0%
5141 · Repairs	717.00	800.00	89.6%
5140 · Maintenance - Other	372.00		
Total 5140 · Maintenance	6,089.57	8,300.00	73.4%
5110 · Salaries	12,618.90	21,580.00	58.5%
5160 · Special Programs			
5163 · Community Garage Sale	0.00	100.00	0.0%
5162 · Easter Egg Hunt	128.02	125.00	102.4%
5166 · Oktoberfest	0.00	500.00	0.0%
5167 · Santa Breakfast	0.00	250.00	0.0%
5165 · Summer Celebration	450.00	400.00	112.5%
Total 5160 · Special Programs	578.02	1,375.00	42.0%
5150 · Supplies	728.16	1,200.00	60.7%
5121 · Utilities			
5125 · Electric	4,645.11	8,500.00	54.6%
5122 · Gas	4,567.77	4,500.00	101.5%
5135 · Telephone	1,251.24	1,700.00	73.6%
5130 · Water & Sewer	2,593.59	4,500.00	57.6%
Total 5121 · Utilities	13,057.71	19,200.00	68.0%
Total 5100 · RECREATION CENTER EXPENSE	33,972.36	53,655.00	63.3%

Steeple Run Community Council
Profit & Loss Budget vs. Actual
January through August 2014

	Jan - Aug 14	Budget	% of Budget	
5200 · SWIMMING POOL EXPENSES				
5240 · Maintenance				
5243 · Cleaning	0.00	250.00	0.0%	
5242 · Open/Close Maintenance	0.00	4,200.00	0.0%	
5244 · Pool Maintance salary	0.00	1,000.00	0.0%	
5241 · Repairs	802.01	2,000.00	40.1%	
Total 5240 · Maintenance	802.01	7,450.00	10.8%	
5290 · Miscellaneous	600.00	200.00	300.0%	
5254 · Pool Chemicals	1,654.42	3,000.00	55.1%	
5270 · Pool Concessions Expenses	1,842.76	1,700.00	108.4%	
5210 · Pool Staff Salaries				
5215 · Swim Lesson Salaries	2,037.50	1,645.00	123.9%	
5210 · Pool Staff Salaries - Other	29,846.94	34,930.00	85.4%	
Total 5210 · Pool Staff Salaries	31,884.44	36,575.00	87.2%	
5250 · Supplies / Pool Equipment				
5255 · Other Supplies	355.51	1,000.00	35.6%	
5251 · Swim Lessons Supplies	41.75	50.00	83.5%	
5250 · Supplies / Pool Equipment - Other	362.54			
Total 5250 · Supplies / Pool Equipment	759.80	1,050.00	72.4%	
5235 · Telephone	0.00	325.00	0.0%	
Total 5200 · SWIMMING POOL EXPENSES	37,543.43	50,300.00		74.6%
5300 · PARKS & COMMON AREA EXPENSES				
5310 · Cut and Prune	12,780.00	21,000.00	60.9%	
5335 · Grounds Care	0.00	5,000.00	0.0%	
5344 · Grounds Maintenance Salary	0.00	1,800.00	0.0%	
5390 · Miscellaneous	0.00	250.00	0.0%	
5330 · Plantings	0.00	1,000.00	0.0%	
5340 · Ponds	0.00	1,500.00	0.0%	
5360 · Snow Removal	6,795.00	5,000.00	135.9%	
Total 5300 · PARKS & COMMON AREA EXPENSES	19,575.00	35,550.00		55.1%
5500 · ADMINISTRATION EXPENSES				
5585 · Accounting & Tax Preparation	3,373.50	11,000.00	30.7%	
5560 · Bank Fees	649.72	300.00	216.6%	
5587 · Court Costs	0.00	500.00	0.0%	
5563 · Gifts	225.47			
5581 · Insurance	12,839.00	12,000.00	107.0%	
5586 · Legal	1,700.00	3,500.00	48.6%	
5564 · Licenses and Fees	615.88	675.00	91.2%	
5561 · Outside Services	0.00	300.00	0.0%	

Steeple Run Community Council
Profit & Loss Budget vs. Actual
January through August 2014

	Jan - Aug 14	Budget	% of Budget
5510 · Payroll Taxes			
5511 · Social Security / Company	2,752.23	3,500.00	78.6%
5512 · Medicare / Company	643.69	1,000.00	64.4%
5513 · SUTA	400.10	500.00	80.0%
5514 · FUTA	520.48	250.00	208.2%
Total 5510 · Payroll Taxes	4,316.50	5,250.00	82.2%
5551 · Publications	3,073.35	4,000.00	76.8%
5550 · Supplies	1,718.17	3,500.00	49.1%
5562 · Travel	48.33	100.00	48.3%
Total 5500 · ADMINISTRATION EXPENSES	28,559.92	41,125.00	69.4%
5800 · RESERVE - CAPITAL IMPROVEMENT			
5830 · Parks & Common Areas	0.00	13,200.00	0.0%
5810 · Recreation Center	48,342.39	27,050.00	178.7%
5820 · Swimming Pool	2,073.11	21,500.00	9.6%
5800 · RESERVE - CAPITAL IMPROVEMENT - Other	0.00	5,000.00	0.0%
Total 5800 · RESERVE - CAPITAL IMPROVEMENT	50,415.50	66,750.00	75.5%
Total Expense	170,066.21	247,380.00	68.7%
Net Ordinary Income	43,644.33	-12,840.00	-339.9%
Net Income	**43,644.33**	**-12,840.00**	**-339.9%**

Steeple Run Community Council
Expenses by Vendor Detail
August 2014

Type	Date	Memo	Account	Amount
Alarm Detection Systems, INC				
Check	08/18/2014	aug-oct	5140 · Maintenance	372.00
Total Alarm Detection Systems, INC				372.00
Allegra Print & Imaging				
Check	08/18/2014	August views	5551 · Publications	214.79
Total Allegra Print & Imaging				214.79
Anderson Pest Control				
Check	08/16/2014	svc for july	5142 · Other Mainte...	61.15
Total Anderson Pest Control				61.15
AT&T				
Check	08/18/2014	clubhouse ph...	5135 · Telephone	83.75
Check	08/18/2014	pool phone	5135 · Telephone	56.37
Check	08/18/2014	u-verse	5135 · Telephone	40.00
Total AT&T				180.12
Commonwealth Edison				
Check	08/01/2014	svc for clubh...	5125 · Electric	1,075.12
Check	08/01/2014	svc for maple	5125 · Electric	17.67
Check	08/01/2014	svc for spring...	5125 · Electric	17.95
Total Commonwealth Edison				1,110.74
Cost/Copy Consultants, Inc.				
Check	08/16/2014	service 7/26/...	5550 · Supplies	75.00
Total Cost/Copy Consultants, Inc.				75.00
Coverall of Chicago, Inc.				
Check	08/16/2014	cleaning for ...	5143 · Cleaning	295.00
Total Coverall of Chicago, Inc.				295.00
DuPage County Public Works				
Check	08/01/2014	water & sewer	5130 · Water & Se...	2,099.17
Total DuPage County Public Works				2,099.17
Geon Ruffin				
Check	08/06/2014	august views ...	5551 · Publications	35.00
Total Geon Ruffin				35.00
Groot				
Check	08/01/2014	garbage svc f...	5142 · Other Mainte...	169.32
Total Groot				169.32
Grundy Supply 2				
Check	08/12/2014	paper towels	5150 · Supplies	32.45
Check	08/12/2014	paper towels	5250 · Supplies / P...	32.45
Check	08/16/2014	paper towels ...	5150 · Supplies	126.38
Check	08/16/2014	paper towels ...	5250 · Supplies / P...	126.39
Total Grundy Supply 2				317.67
Josh Kordzinski				
Check	08/06/2014	august views ...	5551 · Publications	25.00
Total Josh Kordzinski				25.00
Kenneth Amdall				
Check	08/16/2014	legal services...	5586 · Legal	275.00
Total Kenneth Amdall				275.00
Susan S. Lewis LTD.				
Check	08/16/2014	PREP OF EX...	5585 · Accounting ...	2,082.00
Total Susan S. Lewis LTD.				2,082.00

Steeple Run Community Council
Expenses by Vendor Detail
August 2014

Type	Date	Memo	Account	Amount
Troy Mitchell				
Check	08/06/2014	August views...	5551 · Publications	25.00
Total Troy Mitchell				25.00
TOTAL				**7,336.96**

Clubhouse Report

9/11/14

Review Items:

- Bills list (fee folder)
- Reconciliations (see folder)
- Bids – Tree removal & Bike Path repair
- Al Duncan snow removal contract

Miscellaneous items:

1. **Tree Removal**
   - Competitive said it was too big of a job for them; referred me to Vidito Tree Experts in Downers Grove
   - G&S Quoted $1200 to remove all three, Steve Piper & Sons quoted $1300 for just the two ash trees

2. **Asphalt Repair**
   - Bids from Commercial Asphalt and Maul Paving, Maul's is cheaper ($1,800 vs $2,397)

3. **Snow Removal**
   - Same pricing as last year

- Oktoberfest is Saturday, October 4th

ESTIMATE #: 1951
WORK ORDER #:
INVOICE#:

Steve Piper & Sons, Inc.
Tree Service

31 W 320 Ramm Drive • Naperville, Illinois 60564 • (630) 898-6050 • Fax (630) 898-6191
www.stevepiperandsons.com info@stevepiperandsons.com

PROPOSAL SUBMITTED TO:

Name Steeple Run Community Councils Date 8/15/14
Street 65050 Steeple Run Dr.
City/State/Zip NAP 60540
Phone 630-355-9559

Job Description	Cost
Email Steeplerun7@sbcglobal.net	
65.071 Lakewood Dr., NAP	
Remove Ash Back Rt. 20" Dia	1350.00
Grind Stump	75.00
Owner secures permission from homeowner to	
use yard for access to st.	
for removal & stump grinding	

☐ Bucket Truck ☒ Log Truck ☐ Storm Damage Signature: Ron Johnson

ACCEPTANCE OF PROPOSAL

I have read the foregoing proposal and accept its terms and conditions as written on front and back of this form.

Signature:_____

Print Name: _____ Date:_____

☐ Charge this to my credit card Card holder name:_____

☐ VISA ☐ MasterCard Address: _____

CC # _____ SIC Code: _____ Exp. Date:_____

G & C TREE SERVICE

P.O. Box 197
West Chicago, IL 60186-0197
630-440-7006

SUBMITTED TO		PHONE	DATE OF PLANS
STREET		JOB NAME	
CITY, STATE AND ZIP CODE		JOB LOCATION	
LICENSE #		START DATE: FINISH DATE:	JOB PHONE

We hereby submit specifications and estimates for:

3 PINES THIS Removal $1200

1 ASH TREE Removal $500

G & C Tree Service hereby to furnish material and labor to complete the above specified work for the sum of $_____ following our receipt of your signed Acceptance Proposal

PAYMENT TO BE MADE AS FOLLOWS:

Payment in full is due upon completion of the above specified work.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to the standard practices. **Any alteration or deviation from above specifications involving extra costs will be executed** only upon written orders, and will become an extra charge over and above the estimates. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized
Signature _____

Date _____

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above in the amount of $ _____ upon completion of the work. I understand and agree that if payment is not made and collection actions are commenced by G & C Tree Service I will be responsible to pay all reasonable collection costs incurred by G & C Tree Service including reasonable attorney's fees and costs and court costs, in addition to the agreed amount specified above.

Signature _____

Print Name _____

Date of Acceptance _____

AL DUNCAN'S SERVICES
P.O.BOX 316
NAPERVILLE,IL.60566
630-882-8140
630-494-1570 CELL

STEEPLE RUN COMMUNITY COUNCIL
6 S 050 STEEPLE RUN DR
NAPERVILLE,IL.60540 09/28/2013
REF:SNOW PLOWING

Al Duncan's Services will provide snow plowing for the following rates:
NO PRICE INCREASE

11/15/12 THRU 04/15/13

2-4 inches = $ 125.00

4-6 inches = $ 185.00

6-8 inches= $ 250.00

For every 2 inches after 8 inches add $80.00.
Plowing will be done on a timely basis depending on time of snowfall.
If lot drifts after initial clearing a fee will be added to re-clear.
Please call for any clearing that is needed.
If lot drifts deeper than snowfall amount an additional fee will be added depending on time spent .
If snowfall is significant enough to require the use of a loader and or truck to stack or remove snow the rates are as follow: $80.00 hr for loader, $80.00 hr for truck.

Sidewalks can be cleared at designated areas at a rate of $50.00 per hour per man including use of snowblower. (Township plows over walks at times making it difficult to clear).

Salting is available upon request. Priced at $90.00 + cost of salt.
Al Duncan Services will not be responsible for injuries due to falls.
Al Duncan Services will not be responsible for damage done due to unlevel pavement, potholes, raised sewer covers, or cracked or previously damaged pavement.
Al Duncan Services will not be responsible for damage done by salt.
Billing will be done Monthly and payment is expected within 15 days of billing.

This is an estimate only unless copy is signed and returned.

( ) Accepted.....

( ) Rejected.....

( ) Pending changes.....
Thank you for your consideration in this proposal and feel free to contact me at any time.

Maul
Est. 1986
Sealcoating

P. O. Box 9207
Naperville, IL 60567
Main Number: 630-420-8765
Fax Number: 630-922-3871
Website: www.maulasphalt.com

DATE: September 11, 2014

Sales Representative: Joe Ruffolo
WO# 14-1029-S

CUSTOMER CONTACT:
Steeple Run
Phoebe Ruffin
65050 Steeple Run Drive
Naperville, IL. 60567
Ph: 630-355-9559 Email: steeplerun7@sbcglobal.net

COMMERCIAL PROPERTY LOCATION: 65050 Steeple Run Drive / Naperville

Description of Commercial Parking Area Maintenance: Bike Path

Sealcoating Services:

Preparation: Power blow parking surface with power blowers to remove dirt/debris prior to Sealcoating. Pretreat oil stains if necessary w/Petroseal. Remove vegetation from cracks.

Application Method: Two Coats Spray or One Squeegee Application

Description: Sealcoat measured parking surfaces with premium grade pavement sealer made by Sealmaster Chicago meeting federal specifications RP-355e. Product mix includes Sealmaster Coal Tar Pavement Sealer or Masterseal asphalt based sealer, curing and bonding additives, and fortified with 2-4 lbs silica sand. Blockade newly sealed areas.

Mobilizations to Customer Location: 1 Mobilizations maximum
Measured Square Footage: 10,811 **Grand Totals: $1,800.00**

Customer Acceptance Initials:_____

Maul
Est. 1986
Sealcoating

Terms of Agreement:

1. Full Payment required upon job completion. Finance charges after 30 days of 1.5% per month and attorney's fees and costs incurred in collection. Annual percentage rate is 21%. A late fee of $150.00 will be charged to all unpaid invoices after thirty days in addition to finance charges.
2. Customer is responsible for permit and processing fees.
3. If final payment is not made within the time stipulated under stipulated "terms": buyer agrees that Maul Asphalt and Sealcoating /"Contractor" may take all action necessary to impose liens upon the subject property and or other properties in which the buyer has an interest, real or personal.
4. Work shall be considered accepted by buyer unless buyer notifies contractor within 5 calendar days of completion of work. Contractor's invoice shall constitute notice of completion.
5. Pavement areas must be free of auto traffic for 24 hours after sealcoating application.
6. Sealcoat maintenance to be performed during mutually agreed upon prescheduled visits to customer location. Additional unscheduled visits will be charged at a rate of $250.00/hour in the event that work cannot be commenced through no fault of contractor.
7. In the event there is a substantial increase in the cost of fuel, vendor will impose a fuel surcharge on the final invoice. Fuel surcharges will be calculated using the AAA average fuel index cost for the "Chicagoland Area" on the completion date of the contract. When the average is above $4.50/gallon on the date the work is completed we reserve the right to add a fuel surcharge of $75.00 to the final invoice.
8. Contractor is not responsible for asphalt and sealcoating damage related to rain/wind, fertilizers, foot and vehicle traffic after job completion, heavy ground into pavement dirt/debris and automatic sprinkling systems. Customer assumes all risks for success/curing process of sealcoating/striping when temperature is below 50 degrees or on any work completed after September 20.
9. Contractor is not responsible for "salt bleeding". Salting bleeding is considered any brown or white staining that may occur on the asphalt surface after sealcoat material has been applied.
10. Contractor agrees to blockade or post all newly sealcoated, striped and patched areas if necessary. Contractor is not responsible for pavement damage after we have left job site.
11. Customer/Owner agrees to have parking lot/driveways free of vehicular traffic and parked cars on the scheduled date of work. Customer agrees to tow any vehicles at their expense on scheduled date of work. Contractor will not contract or provide authorization to tow vehicles.
12. Contractor is authorized to subcontract the striping component of our services.
13. Sealcoating is not intended to repair cracks and sealed/filled cracks may reopen at anytime.
14. Pavement Sealer is not intended to restore badly cracked or broken pavement, nor to permanently seal cracks. Length of pavement sealer service life depends on the amount of traffic and use, and therefore, we cannot guarantee a specific life.
15. Contractor is authorized to change application method based upon weather conditions (i.e. high winds). (1 coat hand application and 2 coats spray apply the same amount of material to pavement surfaces). Not applicable for driveway sealcoating.
16. Estimated linear footage of crack sealing will provide a thorough coverage. Estimated linear footage provided does not guarantee every crack within the asphalt surface will be sealed. Customer allows contractor to determine which cracks require crack sealing.
17. Contract is binding – Customer agrees to pay 25% processing/handling fee in the event the customer cancels the contract prior to the start of the job.
18. Best efforts will be made to complete proposed work on schedule but weather related delays, and mechanical malfunctions can occur. These are not the fault of contractor.
19. Any debris or garbage will be disposed of at the owner/customer property in dumpsters. If debris or garbage receptacle is not available, customer will incur cost of removal from job site.
20. Any changes to the job quote will require a change order and signature by contractor/owner.
21. This proposal may be withdrawn if not accepted within 30 days.
22. Customer is responsible for any costs due to State of Illinois testing requirements.
23. Maul will provide barricades, as necessary, to the contracted job site.
24. Customer is responsible for the replacement cost for damaged or stolen traffic barricades from the contracted job site. Barricade replacement cost $100 per barricade.

The undersigned by entering this agreement acknowledges and agrees to the attached terms, conditions and pricing on previous page and hereby incorporate them into the contract agreement. Please initial previous pages, sign below, and return.

Job Location: **65050 Steeple Run Drive / Naperville**

_____ _____

(Authorized Agent or Owner) (Date of Acceptance)

Commercial Asphalt Maintenance Co.

1748 N Aurora Road
Naperville, IL 60563
Phone: 630-753-9507 Fax: 630-753-9519
www.commercialasphaltmaint.com

PROPOSAL

Date: 8/26/2014

Re: Same

Steeple Run Clubhouse
6 S 050 Steeple Run Drive
Naperville, IL 60540
Phone: (630) 355-9559 Cell: (630) 816-1083
Email: steeplerun7@sbcglobal.net
Attn: Phoebe

We propose to furnish labor and materials to complete the items listed below:

CRACKFILLING:
Blow and Fill

No routing; blow and fill only. Cracks will be blown free of debris by compressed air having a minimum of 125 PSI. Cracks will be filled with hot rubberized crack sealant which shall meet federal specifications of AASHTO M 173 and ASTM D 3405. Filled cracks will be relieved of excess sealant by striking off *top material to form a band of sealant which extends approximately 1" on each side of the filled crack.*

4,610 Linear Feet of Crackfilling (Not every crack)	@	$0.52	$2,397.20

	TOTAL
Crackfilling (Blow & Fill)	$2,397.20

Total Cost: **$2,397.20**

RESTRICTIONS:

1 Above prices will be held through Sept 30, 2014 Due to Petroleum Increase.
2 Above quantities were provided by your organization and are estimates only. Upon completion of work, field measurements will be taken *and the total cost will be actual field measurements times unit costs.*
3 Number of trips rejuvenation price is based on: 1
4 Number of trips sealcoat price is based on: 1
5 Number of trips traffic marking price is based: 1
6 Additional trips will be charged a minimum of $450.
7 *Any permits or special insurance requirements are the responsibility of Owner.*
8 Not Responsible for hydronic water problems.
9 Not Responsible for Landscape restruction.
10 Not Responsible for work (Damage) after C.A.M. has finished job.
11 Not Responsible for Private Electrical Lines, Gas Lines & Water.

IMPORTANT NOTES:

ASPHALT: Asphalt bid is a today's current liquid asphalt price. Due to liquid asphalt shortages in the construction industry, any increases to be borne by owner at time of completion and will be adjusted accordingly.

SEALCOAT: Sealcoat bid is at today's current liquid asphalt and coal tar price. Due to unstable prices and availability of asphalt and coal tar, Commercial Asphalt Maintenance reserves the right to adjust the prices in this contract to reflect the increase in the price of coal tar and asphalt at the time work is performed.

Thank you for the opportunity to bid this project with your organization.

We require a late charge of

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

Acceptance of Proposal

Date of Acceptance: _____

Signature: _____

Pool Report September 4, 2014

There were approximately 10-30 swimmers per day during our shortened hours.

The pool was cleaned the day after Labor Day.

The guards were unable to take out the handicap chair lift.

Can we turn off the lights in BR downstairs during winter?

As of right now, no new guards will be needed for next year.

PVN will be closing pool, Thursday or Friday of this week.

We doubled our profits for concessions, as we did last year.

I have not won the lottery, so I would like to return next year as manager.

LEGAL REPORT

presented at

STEEPLE RUN BOARD MEETING of Sept. 11, 2014

STATUS OF ASSESSMENTS

So far, my efforts in contacting the homeowners that have not paid the 2014 assessments have resulted in one promise to pay this week.

Because of the unusually high number of delinquents, it was decided to send a third reminder letter. There are still about 20 that have not paid.

Ben Arnold