



# Prestbury News

*Official Publication of the Prestbury Citizens Association*

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## July Meeting Minutes

President Al Kent called the July 12, 2011 meeting to order at 6:30 PM and announced the presence of a quorum. Directors present were: Laura Fulton, Cyndi Miller, Marlene Deck, Megan Plain, Gary Bannister, and Cheryl Bolland. Marge Roe was not in attendance. Also present, Manager Mary Seego, and 4 residents.

A motion was made to accept the agenda as presented, The motion carried.

A Motion to approve the June 14, 2011 minutes was made by Cyndi Miller and seconded by Marlene Deck. Motion carried.

**COMMUNITY COMMENTS** □ Clifford Larsen 28 Winthrop New Rd. asked about what the accessibility will be for the September 17 event they are having at the Cheshire Club. He explained they are having a birthday party for their birthdays and have family and friends coming in from all over. Al spoke to his concerns – and explained that we cannot stop construction but there will be accessibility to the clubhouse. Al told them that he would have a better schedule from the engineers in the next couple days and would have Nicki contact Mr. Larsen with that information.

**PRESIDENT'S COMMENTS** □ Earlier this year the appointment of three residents to serve on the Sugar Grove Water and Sewer Rate Committee was announced. The Committee has been meeting over the last two months and has completed its work. I asked Bill Gain to write a report of their activities and he submitted the following:

Three Prestbury residents served on the Sugar Grove Water and Sewer Rate Committee along with three residents from Sugar Grove and three

staff members from the Village. The committee heard and reviewed data which showed a reduction in water sales per customer, rising costs in operating the water and sewer system, and the need to change failing and inefficient water meters. Due to water conservation fixtures, education of the public on the limited water resources, and higher water rates, and higher than normal precipitation during the summer; household water consumption has been declining from 7,500 gallons per month per customer in 2007 to about 5,350 gallons per month per customer in 2010. Therefore; as a result of less water sold and higher operating costs, and minimal cash reserves; a water rate increase was justified as necessary to maintain the water and sewer system.

The committee raised a number of questions regarding methods to reduce expenses and capital purchases. However, Village staff provided sufficient detail to show that their projected expenses and purchases were reasonable and satisfactorily addressed the concerns of the committee members.

Regarding water meters, the Village has experienced increasing number of meter failures due to the age and near end of life cycle for their existing meters and their imbedded batteries (failure results in potential loss of revenue since water use has to be estimated). Also, the current meter system requires personnel to drive village streets to download radio transmitted readings to their meter reading devices. The Village intends to install new meters which will transmit to centrally located radio towers and download meter readings directly into software for billing purposes. The new devices will reduce personnel devoted to meter reading and provide continuous data monitoring that will identify unusual water use.

The committee discussed the \$1.00 Administrative Billing Fee for those customers not participating in the direct debit program. It was the consensus of the committee that the additional manual procedures to record paid bills by either personal or bank originated check offsets the additional accounting costs as compared to the automated process of the Village's software to debit and digitally credit the accounts automatically.

The proposed rate adjustment as recommended by the committee is as follows:

- Operational rate increase of 7.25% per year for the next 3 years,
- Monthly Fee for Water meter replacement program:
  - \$1.00 for the first year
  - \$2.00 for the second year, and
  - \$3.00 for the third year
- Maintain the \$1.00 Monthly Administrative Fee for those customers not participating in the direct debit program.

The final determination of rate adjustments will be considered by the Village Board of Trustees in a future Board meeting. Sugar Grove is also promoting automatic payment of water bills direct debit. If you sign up for it you will receive a \$1.00 credit.

To pickup on the last sentence in Bill's report, payment by direct debit is significant. The difference between direct debit and paying by some other method is \$2.00 per month or \$24.00 per year. In some months, the savings could pay for a month's usage. Contact Sugar Grove Finance Department to find out how to get on direct debit.

On behalf of the Board and the Community as a whole, I want to express our gratitude to Bill Gain, Herb Steinmetz and Joe Golab for their willingness to serve on this committee. All three served on a previous committee to determine water rates so their history and experience made them uniquely qualified to represent PCA again. In addition, each one has served on the Board as a director and president. Their service is greatly appreciated.

Word has been received that the road construction on Bliss Road from Merrill Road to Ka De Ka Road will continue through mid September. Construction will occur Monday through Saturday eight to ten hours per day. Watch for reduced construction speed limits, signs and flaggers. Lanes may be closed intermittantly so increased travel times may

be experienced. KDOT's notice can be viewed at [http://www.sugar-grove.il.us/PressRel&Community/2011\\_construction.html](http://www.sugar-grove.il.us/PressRel&Community/2011_construction.html).

The street construction work for this year has been completed. However, the restoration needed as a result of the construction is not and won't be until later this summer. Grass seed won't germinate during the hot, dry weather. Having the landscape contractor come once for repairs and another time for seeding will double the cost. We regret the inconvenience.

**TREASURERS REPORT** □ See Dashboard later in minutes.

**SECRETARY'S REPORT** □ No Report

**MANAGEMENT REPORT** - The financial report for period ending June 30, 2011 was submitted to the Board for their review. In addition, a delinquency report and legal update were also provided.

There were five closings that occurred in June.

A renewal proposal for management services was submitted to the Board by Property Specialists, Inc. for review and consideration.

Kane County reports were submitted for the month of June.

A legal presentation was given by our current attorney for the board members giving an overview of the collection process and procedures.

**PCA On-Site Manager Report** □ All residents must present their Prestbury picture identification card to enter the swimming pool. Residents between the age of 5 and 10 years must have a youth ID card. Residents under 5 years old do not need a card. All others need an adult ID card. To obtain an ID card, visit the PCA office during the hours of 9:00am – 2:00pm Monday Thru Friday. Guest pass cards for anyone other than family members will be issued by visiting or calling the PCA office during business hours.

All pool side parties must reserve at least 1 week in advance.

Homeowners with tenants living in Prestbury must comply with the current Prestbury Tenant Lease/

Rental Agreement Rules & Regulations. These rules are included in your directory with the Prestbury Rules, Regulations and Bylaws.

Boat registration must be completed by July 15, 2011. The cost to register your boats after June 1<sup>st</sup> is \$25.00. After July 15, if not registered, the boats will be removed.

The PCA mailbox bank and post office box located on the PCA office parking lot will be temporarily re-located on Winthrop New Road across the street from the pool house during the common area construction beginning in September.

Tennis court gate code has been changed. Contact the PCA office for the current code. Residents must present the 4 digit identification number from your Prestbury picture ID card.

Clark Environmental began spraying for mosquitoes Memorial Day weekend and will continue through Labor Day weekend.

Trees in the parkway must be trimmed to hang no less than 14 feet over the street to allow Waste Management trucks clearance.

Yard waste pick-up will continue until the end of November 2011. Yard waste bags must be used. Brush and tree trimmings must be bundled and securely tied with twine or string not to exceed 4 feet in length, 2 feet in diameter and 50-pounds in weight. Individual branches contained in a bundle shall not exceed 4 inches in diameter. Neither garbage nor waste pick-up can be placed on curbs prior to 5:00 pm on the evening preceding pick-up.

If you need a replacement recycle bin, contact the PCA office.

Report all street light outages to the PCA office. As always, updates and or useful information can be found on the Prestbury website. [www.prestbury.org](http://www.prestbury.org)

## **COMMITTEE REPORTS**

**Architectural Standards** - The following applications were received and approved in June 2011:

Kramer Residence                      31 Windwood Drive  
Deck Replacement

Krantz Residence                      15 Dorchester Court  
Cedar Fence/ Two Entrance Gates

Drew Residence                              9 Cedar Gate  
New roof

Drew Residence                              9 Cedar Gate  
Exterior Re-Painting

Respectfully submitted, Cynthia Miller

**Clubhouse & Office Building**  No Report

**Long Range Planning**  No Report

**Maintenance**

MOSQUITOS: Again this year, we have a bumper crop of mosquitos. Clark Mosquito is spraying every Friday night after midnight.

LANDSCAPING: The landscaping around the light poles has been completed.

Please contact Nicki at 630-466-1576 for any missed areas by our landscapers.

Note: The common area between Manor Hill & Green Hill is invaded by poison ivy. There is a warning sign there. The poison ivy will be sprayed.

The creekbed on the south end of Hanks Road Park is in the process of being cleared of debris, small bushes, and undergrowth so the flow of water to Blackberry Creek is not inhibited. This project should be completed by the end of summer.

LAKES: Last week word was received that the compressors at the south end of Lake Prestbury are not repairable and need to be replaced. The order has been placed and will be installed as soon as they arrive.

The trapper is monitoring our lakes for muskrats. Please report any sightings to Nickl at the above phone number.

As mentioned in my last report, there is a garbage can located behind the office building for any carp that is caught in the lake. We can use help in ridding our lake of carp. They do damage to our shoreline.

Respectfully Submitted, Marge Roe

**Pool** □ The water is great! Attendance at the pool has been high. Come early to secure your favorite spot. Please remember that food and drink are not permitted in the pool and glass bottles are not allowed anywhere in the pool area.

Also know that the lifeguards are there to enforce our rules and provide a safe environment for all of us. I overheard an unhappy resident at the pool say to a lifeguard who was reattaching the rope that separates the shallow end from the deep end that had been detached by the resident "Remember, this is OUR pool". I was ashamed of that behavior. It is OUR pool, but the guards are part of that OUR and are doing a very good job to make the pool a great place to meet and relax.

Women report that water aerobics is a wonderful class and now the class will be offered Monday through Thursday from 9:00 until 10:00 A.M.

**Security** □ In the past month we have had a car entered that was parked in a dogbone and was not locked. We also have had a mail box blown up. Please remember to call the Kane County Sheriff's department to report any suspicious activity.

Respectfully Submitted by, Marlene Deck

**Youth** - Thank you to Rich and Marlene Deck, John and Cheryl Bolland, Jim and Cynthia Miller, and the Sugar Grove Fire Department for another festive Fourth of July celebration! We ate through 192 hot dogs, chips, cookies, and lemonade. We toured the fire trucks and shared a fun day together as a community. For those unable to attend, we will carry on the tradition again next year. Bring your decorated bikes and join the parade.

We gathered for the FISHING DERBY on Sunday, July 17, 2011 at 1:00 p.m. behind the Cheshire Club. We had 28 kids participate and a total of approximately 45 people. The temperatures were hot and steamy but it did not keep the fishermen away. Our grand winners were: For the 10 and under age group, Nick Fedor won the smallest fish category at 2 inches. Katie Ulrich won the biggest fish category at 15 inches. For 11 and older age group, Riley Spanu won for smallest fish at 3 inches and biggest fish at 12 inches. For most fish caught our winner was Hannah Clausen with 16 fish! Thanks to all our participants.

Also on the calendar is a Family Pool Party at the Prestbury Pool on Friday, August 8, 2011 at 5:00

p.m. We will cook burgers and brats on the grill. Please bring a side or dessert to pass and a drink of your choice (No glass in the pool area please). Please RSVP to Megan Plain at [theplains@aol.com](mailto:theplains@aol.com) or 630-466-3426. Activities include...

- Money Dive for kids
- Relay Races for all ages
- Face Painting
- Tatoos
- Food, Fun, and Fellowship

Anyone interested in helping or grilling please contact Megan Plain at [theplains@aol.com](mailto:theplains@aol.com) or 630-466-3426. Thank you for participating and making our neighborhood a great place to live and raise our families. Happy Summer to all!

Respectfully Submitted by, Megan Plain

**Adult** - Mah Jongg

Beginning Mah Jongg will be starting on Monday & Wednesday afternoons at 1 pm at the office building. Come and learn how to play an old Chinese game. Come join the fun!

Questions call Laura Fulton 466-7442

**Web** □ No report

#### **UNFINISHED BUSINESS:**

Plans for the signs at Bliss and Hankes have been sent out for bid. This will be discussed further at the August meeting.

Commons Project – A revised time table will be available in the next 2 days. The budget is included in the meeting packet. Six street lights, that will match all the other lights, have been added to the plan.

Rental Units – Laura reported - 19 letters sent out – 10 responses have been received. Complete resolution by Sept 2011.

Snow removal contract – The contract has expired and a meeting was held with Countywide Landscaping to secure a 3 year contract to lock in the existing price.

Property Management Contract - Property Specialists, Inc. presented a three-year contract for renewal. All changes requested by PCA were accepted. Motion to approve the contract was made by Laura and seconded by Cheryl. Motion carried.

**NEW BUSINESS:**

Broken Drain Sewers – Allen reported we have many broken drain sewers that are mostly age related. Some are collapsed.

Blackberie Hill has a corrugated metal pipe (CMP) storm sewer that has breaks within Blackberie Hill's property and PCA's common property. During the discussion several bids were reviewed. Laura made a motion that Blackberie Hill be charged the amount that was estimated by their contractor. PCA would have the job done according to the proposal received by its consulting engineering firm and pay the difference between the two. Allen will contact Blackberie Hill with this proposal. Motion Carried.

Briargate Circle – A meeting was held with Tom Huddleston of Huddleston McBride, Professional Land Drainage Services. He was contacted by Kane County to review the problems of drainage in the area behind Briar Gate Circle. A number of issues were discussed. It was decided that the collapsed CMP on PCA property has to be replaced before exploring other options. The PCA consulting engineering firm will be contacted for a proposal.

Lake Blackberry - There are at least two sink holes in the area where Lake Blackberry flows out to the Blackberry Creek Watershed. The CMP appears to be collapsed. Depending upon available funds, the engineering for the repairs will be completed this year and the work budgeted next year. The areas has caution tape around them. The drains will be replaced with concrete pipes.

Lake Prestbury – The bottom portion of the three-foot pipe for the outflow appears to be missing, worn away over the years. There's concern as to how far back it goes and if erosion is occurring under ground. Many agencies, such as FEMA, the Army Corp, Kane County will probably be involved. Allen will report to board after his meeting with the engineers.

In preparing for future budgets thought should be given to having a line item for sewers.

Gary stated we must start to build our reserves to handle the age related infrastructure issues.

Motion to recess to the Executive session at 7:45 pm by Laura and seconded by Gary. At 8:50pm a motion to resume back to regular meeting was made by Laura and seconded by Gary.

A motion was made Laura, seconded by Gary to appoint Dick Austin to fill the vacancy on the board. Motion passed unanimously .

Cheryl and Cindy moved to adjourn the meeting at 8:55 p.m.

The next meeting of the Prestbury Citizens Association will be August 9, 2011 at 6:30pm in the Office Building.

**PCA Office Hours:**

**PCA Office Hours:**

M, TU, W, TH, FRI – 8:30AM – 2:30PM On-Site Manager, Nicki Leroy at 630-466-1576 or [pcamanager@mchsi.com](mailto:pcamanager@mchsi.com)

**PRESTBURY HELPING HANDS (PHH) is ready to help YOU!!**

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Call PHH Coordinator: Nancy Benson 466-1494 or alternate coordinators: Bob Forbes at 466-8031 or Marsha Marzo at 466-3726 We can Help!! - Neighbor helping Neighbor!

**Lost and Found:**

Brown plastic woman's sun glasses were left in the PCA office.

Mailbox key found on Fernilee.

Blue glasses case left in the Cheshire clubhouse.

**PRESTBURY CITIZEN'S ASSOCIATION  
POLICY FOR COLLECTION OF DELINQUENT ASSESSMENTS**

The monthly payments required of all residents are essential for the proper operation of the structures and common areas we all share. The payments must be made on time and should be made payable to the association and mailed on or before the first day of each month. In order to apply consistent enforcement of these payments as well as provide a uniform policy for each resident to follow, the following rules and procedures shall be used:

1. Assessments are due on the first day of each month. If the assessment is received after the 30th day of the month interest in the amount of 18% will automatically be imposed.
2. Once the Owner's arrearage exceeds an amount equal to two months assessments, a copy of the ledger as well as the name and address of the unit owner and tenant, if applicable, will be faxed to the attorney's office for the initiation of the collection process.
3. This consists of obtaining a tract book search on the resident's property in order to verify ownership, the preparation and mailing, by certified mail, of a 30-day notice and demand, and the preparation of a lien (optional). The charges and costs relating to these services will be charged back to the resident. (Currently the Tract-book search is \$75.00, the Notice and Demand Letter is \$146.25.
4. If at the conclusion of the 30-day period, payment, or arrangements for payment have not been made, a forcible entry and detainer action against the resident will be drafted, filed with the court clerk and placed with a special process server for service upon the resident. The cost of these actions, together with the filing and service fees in the approximate amount of \$400.00 are charged back to the owner.
5. The initial court date is typically set within 3 or 4 weeks. If the matter is not contested by the owner, a judgment and order of possession will be entered. The ability of the association to take possession of the unit is delayed, by operation of law, 60 days. Upon the expiration of the 60-day delay, if the owner has not paid or arranged for payments of the indebtedness, to include the original judgment and attorneys' fees and court costs awarded, then the matter will be placed with the Sheriff for eviction procedures.
6. The Sheriff typically takes between 2-4 weeks to perform its eviction procedures. The association will receive a phone call typically 1 day in advance of the Sheriff's arrival at the unit. A locksmith should be present as well as the manager. The Sheriff will remove the contents of the unit and a locksmith will change the lock and provide the association with the new key.
7. Upon completion of the eviction, the association is permitted to lease the unit for up to 13 months in order to recover the unpaid assessments, fees and costs. Any lease entered into for this purpose should contain a 30-day termination provision in the

event the resident pays the indebtedness in full and desires to move back into the unit.

8. Occasionally the association's attorney will be served with a foreclosure action filed by a resident's bank as a result of the resident's failure to remain current on the mortgage. The association's board/management has certain "business decisions" it has to make at this junction. If the foreclosure action has not advanced to a substantial degree, the procedures set forth above should be followed as the Association can complete the eviction process and place a tenant in the unit much earlier than the bank can complete its foreclosure process. However, if there has been a delay in turning the delinquent unit owner over to the law firm for collection, and the bank has gotten a "head start", other factors may have to be taken into consideration. If a unit has very little equity, that is the resident owes an amount close to or exceeding the value of the home, it is recommended that the association take no action, other than performing a tract book search and sending out a 30 day notice and demand, as it is unlikely that any surplus funds will be available to apply to the unit owner's delinquent assessment account. If surplus funds subsequently become available, the association may be able to proceed to court and obtain these funds. However, if there appears to be a substantial equity, it is recommended that an appearance and answer be filed so that in the event surplus funds are generated as a result of the foreclosure action, the association will be paid out of these proceeds. Ultimately, these are decisions to be made by the board/management with consultation with the association's attorney. If the bank completes the foreclosure and the property is sold at a sheriff's sale, the bank is responsible for payment of assessments as of the month following the sheriff's sale. When the bank sells the unit following the foreclosure, the purchaser is responsible for the payment 6 months of assessment payments at closing.
9. In the event of a bankruptcy, all collection action must stop pending further order of the bankruptcy court. However, the association should keep track of post-bankruptcy petition assessment payments. If the owner misses 2 assessment payments after filing a petition in bankruptcy, the association's attorneys may be able to proceed to the Bankruptcy Court and obtain permission from the Bankruptcy Judge to pursue the unit owner notwithstanding the bankruptcy. Management will be responsible to alert the attorneys to this situation so that the appropriate action may be taken.
10. Occasionally a resident will request a payment plan arrangement. Payment plans should require a minimum "down" payment of \_\_\_\_\_ and extend for a maximum of \_\_\_\_\_ months.
11. The legal services performed by the association's attorneys vary in cost depending upon the time involved and complexity of the particular task. The association counsel has on file the current collection department rates relative to the items set forth above.

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A black and white photograph of a husky dog's head, looking slightly to the left.

Winner of the Best Dressed Bicycle



Residents Touring one of the Firetrucks.





PCA TREASURER'S BOARD REPORT July 2011.

APPENDIX: HALF YEAR RESULTS 2011 - TO JUNE 30 2011  
**KEY PERFORMANCE INDICATORS (Dashboard)**

Month: June Ledgers 2011  
 Date: July Board Meeting 2011

1. The Half year results have been summarized for you in the appendix. There no issues. Our big ticket items in capital expenditure have not yet been booked in the ledgers.

2. DELINQUENTS to June 2011

	\$000(k) Rounded
current	\$9.4
30 days	\$1.4
60 days	\$3.7
90 days	\$28.4
<b>Total</b>	<b>\$42.9</b>

- a. Our delinquents are holding steady, there are no new serious new delinquents. There are 14 serious delinquents that comprise \$28.4K, 4 make up half, some are on a payment plan, and 5 foreclosures.
- b. Current, and 30 days are timing differences, i.e. late postings to the ledger

3. Start of our 2012 Budget and Planning cycle

- a. We are starting our 2012 budget process. We will announce the assessments for 2012 in our September newsletter.
- b. Our capital expenditure plans and reserves have been calculated to 2018.
- c. We have a 5 year Waste Management contract in place that has locked in the monthly costs to 2015.

Gary A Bannister

July 11<sup>th</sup> 2011

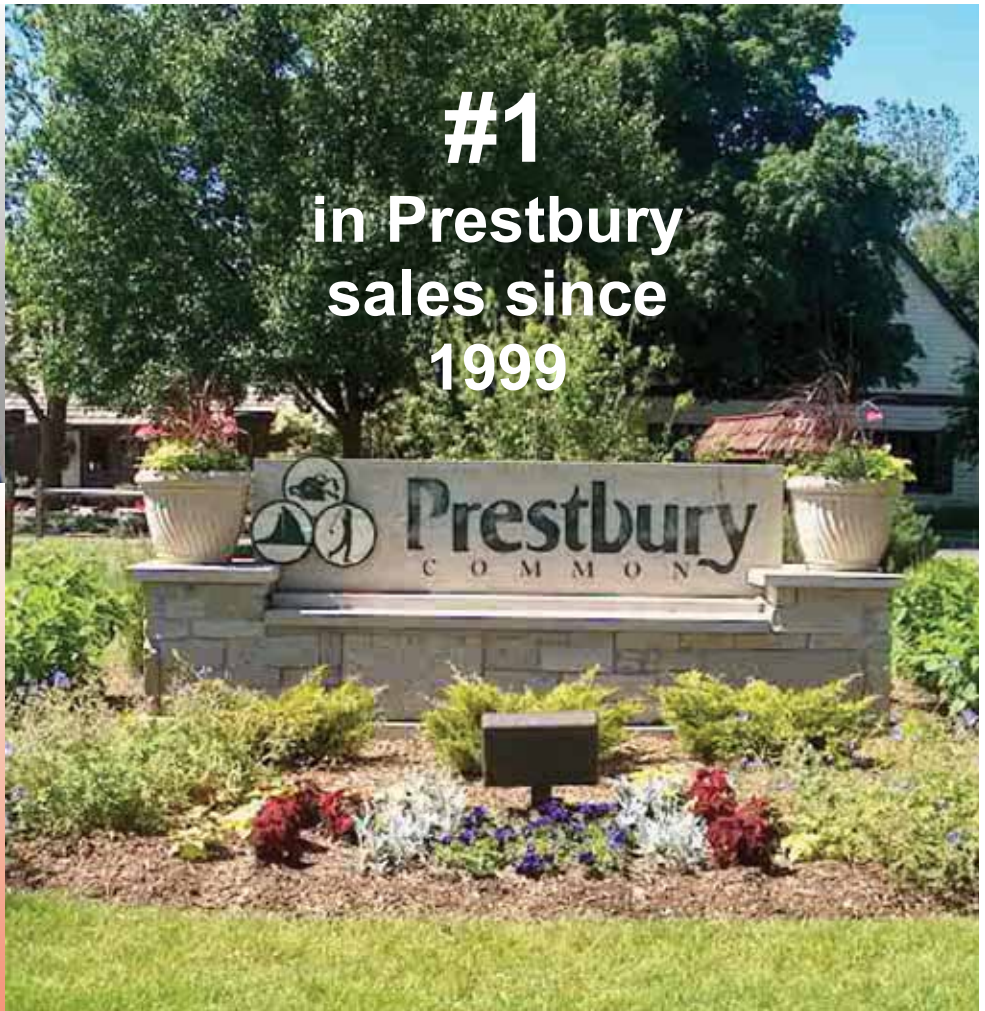
Operating EXPENDITURE	ACTUALS 2011	Plan 2011 YTD	VARIANCE
Income	668.1	655.3	12.8
Admin	75.1	67.3	7.8
Pool	50.5	50.8	-0.3
Security	10.3	13.1	-2.8
Clubhouse/office operating maintenance	17.2	13.4	3.8
Taxes & insurance	65.8	79.9	-14.1
	150.8	206.9	-56.1
	18.6	13.1	5.5
<b>Move to Reserves</b>	<b>230.5</b>	<b>230.5</b>	<b>0</b>
Total expenses	618.8	675	56.2
net (deficit)/surplus	49.3	-19.7	69

KEY INDICATORS	
Cash in Bank	\$669.5
No of delinquents 90 days>\$100	25
% Total Delinquents 90 days to Homes	2.9%
No of Serious Delinquents >\$400	14
\$ Value of Serious Delinquents	\$25.0



CAPITAL EXPENDITURE	Actuals YTD 2011	Plan 2011	Capital Balance
Street Replacement	0.5	150	-149.5
Office Building Elements	0	0	0
CLUBHOUSE Elements		5	
Brick Paving	0	0	0
Tennis Courts	0	0	0
Master Plan	12.2	404	-391.8
Street Lights	0	0	0
Pool	0	0	
<b>Total CAPEX</b>	<b>12.7</b>	<b>559</b>	<b>-546.3</b>

Replacement Reserves		
2010 BFD	\$362.1	
2011 Transfers from Operating	\$230.5	
2011 Spend	(\$12.7)	
2011 grants	\$0.0	
2011 Surplus/deficit	\$0.0	
2011 CFD	\$605.3	



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Blackberrie Hill – 39 Hillcrest - \$259,000  
The Townes - 332 Quarry Ridge - \$299,000

See photos and details at  
[www.prestbury.biz](http://www.prestbury.biz)

# **PRESTBURY INSISTS THAT THE FOLLOWING RULES AND REGULATIONS ARE ENFORCED**

## PARKING AND VEHICULAR RESTRICTIONS

1. Commercial vehicles may not be parked in Prestbury, except for vehicles belonging to purveyors who are performing a service at a home. Commercial vehicles are defined as those licensed as commercial vehicles and/or those bearing signs or printing making reference to any commercial undertaking or enterprise. Stretch limousines and hearses are considered to be commercial vehicles.
2. No trailers of any type (e.g., camping trailers, house trailers, motor homes, boat trailers) may be parked overnight on any lot, in off-street parking areas, or on Prestbury streets. Residents needing to park trailers for 24 hours for loading or unloading must contact PCA for permission.
3. Operation of unlicensed vehicles (e.g., snowmobiles, motor bikes, mini bikes, go carts, golf carts, all-terrain vehicles) is prohibited within Prestbury. Licensed vehicles, with the exception of service vehicles, are not allowed on common areas.
4. Residents should make every effort to park their personal vehicles within their garage or on their driveway.
5. Residents or their guests may use off-street parking areas for no longer than 48 consecutive hours. Residents or guests wishing to use off-street parking areas for longer than 48 consecutive hours must obtain permission from the PCA.
6. Overnight parking (1:00 a.m. to 6:00 a.m.) on any street (including cul-de-sacs) within Prestbury is prohibited.
7. Owners of abandoned or immobile vehicles that are parked in off-street parking areas for longer than 48 consecutive hours will be notified and must remove those vehicles within 24 hours of notification. If not removed pursuant to notification, the PCA reserves the right to tow and store such vehicles at their owners' expense. If the owner is a resident, and the associated costs of towing and storage are not immediately paid by the owner, these costs will be included in the resident's monthly assessment. The PCA assumes no responsibility for damage to vehicles parked at residences, in off-street parking areas, or on Prestbury streets.
8. Violation of these rules will result in a fine as determined by the PCA Board.



Some of Sugar Grove's Finest Fireman!!!

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ASSOCIATION  
15 WINTHROP NEW RD  
PRESTBURY-SUGAR GROVE, IL 60554-8104

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