

FORSYTH PARK PLACE HOMEOWNERS' ASSOCIATION BOARD POLICIES

Last revised August 16, 2023

The Forsyth Park Place Homeowners' Association Board of Directors has established the following policies organized according to the article, section, and paragraph of the by-laws to which each policy pertains:

Article II, Section 1. Classes of Members, Membership, and Termination Thereof

New unit owners or beneficial owners of a trust holding a unit shall execute and sign a declaration of ownership and occupancy as provided by the board. Owners or trustees must file a new declaration with the board secretary within 30 days of any changes.

Article IV, Sections 4-5. Regular Meetings and Special Meetings

Residents who have suggestions or wish the board to address any matter of concern shall submit their written request to the president via electronic mail for consideration at the next meeting of the board.

Article IV, Section 8. Manner of Acting

1. Should it become necessary for the board to take action on an issue before their next scheduled meeting, a vote may be taken via electronic mail. Upon receiving yes votes from three board members, a measure is considered approved.
2. All actions authorized by electronic mail shall be recorded in the minutes by the secretary.

Article V, Section 6. Vice-President and Assistant Vice-President

1. The (first) vice-president shall be designated as president-elect.
2. The assistant (second) vice-president shall be responsible for grounds maintenance.

Article VI. Powers and Duties of the Association and Board of Directors

1. The board on behalf of the association has no obligation to provide social activities for Forsyth Park Place residents. Organizers and attendees assume full responsibility for such events.

2. There is no requirement for the board or the association to publish periodic newsletters to be distributed among residents, but volunteer newsletters are encouraged. Individual contributors are responsible for their submissions to newsletters.

3. Neither the Board nor its individual members are responsible for mediating disputes between or among property owners unless the issue involves possible violations of the Owners' Declaration, the By-Laws, or other association rules and regulations.

Article VI, Section 1(a). Operation of Common Areas

1. The common areas of Forsyth Park Place such as the pond, the pond deck, the gazebo, and the lawns of lots 41 and 42 are for the use and enjoyment of FPPHOA members and their guests. Members are responsible for the conduct of their guests while using these facilities.

2. Fishing is permitted in the pond according to the regulations of the Illinois Department of Natural Resources. Any fish harvested from the pond shall be removed from the premises.

3. The board encourages Menard's, Inc. to maintain the pond and its shoreline in a cost-effective and environmentally friendly manner.

Article VI, Section 1(c). Levying of Assessments

1. New homeowners shall pay an initial fee of \$200 to the association upon the purchase of a unit in Forsyth Park Place.

2. Monthly assessments shall be sufficient to maintain reasonable surplus funds to finance large future expenditures.

Article VI, Section 1(d). Collection of Assessments from Lot Owners

Lot Owners shall pay assessments as levied by the board by executing an authorization form for Automatic Clearing House (ACH) demand auto payments to occur on the first business day of each month (preferred method) or cash or check for the entire fiscal year payable in advance.

Article VI, Section 1(h). Rules and Regulations for the Operation of the Property

1. "Maintenance Responsibilities for Properties within Forsyth Park Place" as adopted July 5, 2010 and revised November 8, 2016 shall be an appendix to this document.

2. There shall be no more than one tree in the front yard and no more than two trees in the back yard of any lot unless approval is granted by the architectural control committee.
3. Neither the association nor its contractors shall be responsible for claims of damage to the siding or trim of a unit unless a protective barrier has been installed between the unit and adjacent grassed areas.
4. Placement of all outside lawn decorations, furniture, grills, bird houses and feeders, potted plants, and other potential mowing obstacles shall be limited to patios, walkways, and driveways and existing landscaped areas. Ornamentation placed around utility service units, mailboxes, streetlights, trees, and other such existing impediments to mowing shall be allowed provided additional mowing or trimming is not necessary, there is no interference with the automatic sprinkler system, and the line of sight from neighboring properties is not obscured.
5. The board shall provide for the general maintenance and repair of the automatic sprinkler system. Individual members requesting alterations to the existing system or causing any damage to the system shall be responsible for all resulting costs.
6. Unit owners shall be responsible for trimming and maintaining trees, bushes, and shrubs on their properties, including the removal of dead and/or diseased specimens. Landscaped areas shall be kept free of weeds and other nuisance vegetation.
7. Exterior electronic pet control systems (invisible “fences”) are permitted on only back and side yards of individual lots with a minimum set-back of one foot from adjacent property lines. The unit owner is responsible for prompt clean-up of wastes and the prevention of any nuisances such as barking.
8. One United States’ flag flown in compliance with the U. S. Flag Code may be displayed on a lot. Stand-alone flag poles are prohibited. All other flags displayed anywhere are limited in area to three square feet.
9. Snow removal from driveways and front entryways of all units, regardless of seasonal occupancy, shall be provided after an entire storm system producing a minimum accumulation of two inches of snow has completely passed the area. The board will not authorize the application of salt or other chemical melting agents on any private property within the development. (Authority is also conveyed by Part C, Section 3 of the “Owners’ Declaration”.)
10. Property owners are responsible for following Village of Forsyth rules for the removal of tree limbs and other refuse. Such debris shall be removed promptly and kept clear of neighboring boulevards and lots.

Article VI, Section 1(m). Charges and Fines

1. Individual members shall be responsible for paying any bank fees charged to the association resulting from returned checks or Automatic Clearing House payments.
2. Any unit owner in violation of the Owners' Declaration, the by-laws, or the rules and regulations of the association shall be given a written notice stating the nature of the violation, the remedy sought to correct the violation, a time limit for achieving the remedy, the proposed fine for non-compliance, and a time limit for submitting a written response or requesting a meeting with the board to be heard on the matter. Following the expiration of the time limit for achieving the remedy, a fine of no more than \$300 per month shall be imposed for each month the violation continues. On matters under the authority of the Architectural Control Committee, this procedure shall commence when the Committee notifies the board of any non-compliance that has not been successfully resolved.

Article VII, Section 2. Checks, Drafts, etc.

1. Checks, drafts, and other written orders of payment shall be signed by any officer authorized by the relevant financial institution as a signatory for the account.
2. Electronic payments and Automatic Clearing House transfers shall be executed by the treasurer or the president.