



HVERFORD AT SCHAUMBURG MASTER ASSOCIATION

PREFACE

Pursuant to Illinois law as well as the Association’s governing documents, the Board has the authority to promulgate rule and regulations covering the details of the operation and use of the Association Property.

The Board of Directors’ goal is to maintain the Property as a first-class marketable community. However, in order to have effective Rules, it requires the cooperation of all of the residents to comply with enforcement of these Rules.

Now, therefore, the Board of Directors by resolution does hereby adopt the consolidating of all existing and new policies, procedures and regulations for the enforcement thereof, as of August 22, 2023.

Respectfully Submitted,
Board of Directors
Haverford at Schaumburg Master Association

HAVERFORD AT SCHAUMBURG MASTER ASSOCIATION

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Background of Haverford Development

Haverford at Schaumburg Master Association is an Illinois Not For Profit Corporation established in January, 1987. Four (4) Associations are assigned to serve the Haverford Development. Three (3) of these Associations have residences totaling 172 dwelling units.

Country Home Condominiums 44 units

Haverford Colony Condominiums 96 units

Haverford Village Single Family 32 units

The Fourth is the Master Association formed to govern the use, maintenance and administration of the Community Area which includes the cul-de-sacs, guest parking, entrance, center islands, pond, and other areas described in its Declaration.

Each of the Three (3) Associations listed above are responsible for the units and Common Elements they contain. They are self-governing and have their own respective Declarations and By-Laws.

A Board of Directors elected by the Unit Owners governs each individual Association. Each Board selects its own officers and designates the president as its delegate to the Master Association Board of Directors.

Enforcement of Rules and Regulations

The Rules may be enforced by the Board of Directors by authority given through the Declaration of Covenants, Conditions, Easements and Restrictions and By-Laws recorded in the Office of the Recorder of Deeds of Cook County Illinois as Document No 88586737 on December 20, 1988.

As stated in Section 3.0 of the Declaration of Covenants, Conditions, Easements, and Restrictions, Association members shall be subject to reasonable rules and regulations duly adopted by the Board of Directors from time to time. However, no rule or regulation shall be effective unless and until at least ten (10) days' written notice thereof is given to all Unit owners.

The Board of Directors may issue a reasonable fine for each occurrence for any and all violations. If you feel a violation has been improperly addressed or that a fine has been wrongfully assessed, you may request a Hearing to contest the violation and fine in writing to the Managing Agent. Your letter will be forwarded to the Board. The Managing Agent will thereafter contact you with a Hearing date. Failure to request and/or attend a Hearing will be deemed a waiver of same and any opportunity to appeal will have been deemed permanently waived. Any decision of the Board will be final and binding.

- I. Definitions** - In the event a term is used in the Rules that is not defined anywhere herein, refer to the Declaration, By-Laws or common usage within the Association.
 - A. Master Association** – The Haverford at Schaumburg Master Association, an Illinois not-for-profit Corporation.
 - B. Board** – The Board of Directors of the Master Association.
 - C. By-Laws** – The By-Laws of the Association.
 - D. Community Area** – All of the Master Common Property, except the Units.
 - E. Managing Agent** - The off-site Management firm contracted by the Board of Directors to oversee the day to day management of Haverford at Schaumburg Master Association.
- II. Rules Regarding the Use, Administration and Appearance of the Property.**
 - A. Pond Usage** – Swimming, fishing, and ice skating on the pond are prohibited. See “V. Fine Schedule”.
 - B. Pond Perimeter** – Sitting, standing, climbing on the rocks perimeter is prohibited. Throwing or removing rock is prohibited. See “V. Fine Schedule”.



III. Rules Regarding Behavior

- A. Unit Owners, family members, guests, tenants, and invitees may not engage in activities where they may endanger themselves, passers-by, pedestrians and vehicular traffic, for potential damage to Common Elements, personal property and the liability of the Association for injuries and damage (e.g. ball playing, frisbee, skate boarding, etc.)
- B. Tree Climbing is not allowed on Association Property.
- C. Ropes, swings, etc. may not be attached to Common Area Trees.
- D. Unit Owners will be responsible for any damage caused by family members, guests, etc. due to negligence on Common Areas. *See* "V, Fine Schedule".

IV. Rules Regarding Pets

A. Pet Control

All pets must be leashed while outdoors on any Common Areas. No pet may be unattended or staked out doors at any time. No pet may be leashed to trees or shrubs. The person attending the pet shall promptly dispose of any deposit of waste by a pet on the Common Areas. Any damage to the grass or to the Association Property caused by a pet shall be repaired by the Association and the cost of such repair shall be billed to the violating resident or their Unit Owner. No pet shall be allowed to create a nuisance or unreasonable disturbance or to damage any common elements. *See* "V. Fine Schedule".

B. Enforcement of Pet Rules

A warning will be issued in the form of a letter to the offending pet owner explaining the violation and complaint along with a copy of the Pet Control Rules. The first violation by a pet owner will result in a Notice of Violation in the form of a warning to comply with the rules. The second violation by a pet owner will result in a fifty dollar (\$50.00) fine, payable within ten (10) days from the date of the violation letter. The third violation by a pet owner will result in a one hundred dollar (\$100.00) fine, payable within ten (10) days from the date of the violation letter. The fourth violation by a pet owner will result in a letter form the Board of Directors notifying the owner that the pet(s) may be subject to removal from the Haverford Property. Removal to take place within three (3) days of the date of notification. Vicious animals will be treated in an appropriate manner by the proper authorities. Pet owners have the right to appeal at any level of the enforcement process by responding in writing to the Board within ten (10) days of notification. If the Board upholds the appeal, the fine will be refunded or rescinded.

V. Fine Schedule

Any violation of the Rules and Regulations will result in the following fines. Any expense incurred by the Association because of the violation will be charged back to the Unit Owner in violation, including legal fees associated with collecting fines. Outstanding fines must be paid prior to the selling of any unit.

- | | |
|------------------------------|------------------|
| 1. First Violation | A warning letter |
| 2. Second Violation | \$50.00 |
| 3. Third Violation | \$75.00 |
| 4. Fourth Violation | \$100.00 |
| 5. Each Additional Violation | \$200.00 |

APPROVED THIS 22ND DAY OF AUGUST, 2023.

By a majority of the BOARD OF DIRECTORS
Haverford at Schaumburg Master Association

By: _____ (Name) _____ (Title)



WITNESS COMPLAINT

INFORMATION CONCERNING WITNESS:

Witness Name

Witness Address

INFORMATION CONCERNING VIOLATORS:

Violator's Name

Violator's Address

INFORMATION CONCERNING VIOLATION:

Date and Time of Violation

Location

WITNESS OBSERVATIONS:

I make the above statements based on my personal knowledge and not upon what has been told to me. I will cooperate with the Association in every way possible should additional information be needed from me regarding this matter.

Witness Signature/Date

Return to: Haverford at Schaumburg Master Association
c/o American Property Management
1251 N. Plum Grove Road, STE 140
Schaumburg, IL 60173
Email: mail@apmofil.com

Exhibit A

NOTICE OF VIOLATION

To: _____ Date: _____

You are hereby notified, as the owner of the above address, that you are cited with the following violation of the Associations Declaration, Bylaws or Rules and Regulations. The violation occurred as follows:

This is the ___ first, ___ second, ___ third time that you have been notified about this matter.

Previous notices were sent on _____.

If you wish to protest this notice and believe that details are unjustified, you may do so by sending a letter to the Board of Directors and/or requesting a hearing before the Board of Directors.

You may request a hearing by signing, dating and returning this notice within fourteen (14) days to the Association at the address below. The hearing is your opportunity to present your side of the issue to your Board of Directors. After your request has been received, you will be notified by mail of the date, time and location of the hearing. Hearings are normally held at the next scheduled meeting of the Board of Directors.

If you fail to protest this notice or if you fail to appear at a hearing once it has been scheduled, you will waive your right to any further hearings with the Board of Directors and will be found guilty by default. Any fines, charges, costs, expenses and legal fees associated with this notice may then be assessed against you and added to your account.

Haverford Village Board of Directors

Signature/Date

Address

Return to: Haverford at Schaumburg Master Association
c/o American Property Management
1251 N. Plum Grove Road, STE 140
Schaumburg, IL 60173
Email: mail@apmofil.com

14110207-75-4-7

NOTICE OF DETERMINATION REGARDING VIOLATION

To: _____ Date: _____

Re: _____

The Board of Directors considered the complaint on _____ and reached the following determination:

_____ You did not request a hearing and you waived your right to address the Board.

_____ You did not request a hearing but chose instead to respond to the Board in writing.

_____ You did request a hearing but failed to attend as scheduled.

_____ You attended the hearing and discussed the alleged violation.

_____ You were found not guilty and no action will be taken.

__ You were found guilty of the violation and a fine of \$ _____ has been assessed against your account. Payment is due within 30 days.

__ You were found guilty and no action will be taken. (If a similar violation occurs in the future it will be considered a subsequent violation and processed accordingly).

__ You are directed to correct the condition resulting in the violation. This must be completed (by _____/immediately). It is the owner's responsibility to notify the Association as soon as this has been done. A fine of \$5 per day will be assessed against your account for each day that the condition is not corrected after the above deadline.

__ Damages, expenses and administrative charges in the amount of \$ _____ have been assessed against your account. Payment is due within 30 days.

__ Legal expenses in the amount of \$ _____ have been assessed against your account. Payment is due within 30 days.

__ Damages have occurred or an Architectural Violation exists. You are directed to repair or correct the violation at your own expense (by _____/immediately).

__ This violation is a second or subsequent violation. The association attorneys have been instructed to inform you that legal proceedings will be instituted if further violations of this nature occur. All expenses resulting from this notification and subsequent violations will be assessed directly to your account.

This decision by the Board of Directors is binding and final.

Exhibit C