Creekside
AT PLUM GROVE ASSOCIATION
2118 Plum Grove Rd., P.O. Box 268
Rolling Meadows, IL 60008-1932

March 03, 2019

Procedures for Enforcing Creekside Rules

1. When a homeowner is suspected of violating one or more rules, a complaint may be brought to the attention of the Board, whether via email message from another homeowner, via postal letter from another homeowner, or via a Director, the Board shall make an honest and good faith effort to ascertain the validity of said complaint.

2. The Board shall discuss at the next Board and make a determination of violation or non-violation on the complaint at a closed Board meeting or part thereof.

3. If the Board determines that a violation has occurred, a letter shall be drafted and sent to the homeowner in violation a) stating the nature of the offense in detail; b) stating the maximum possible financial penalty for said offense; and b) inviting the homeowner to, within ten (10) days from the date of the letter, i) explain in writing how they are not at fault; or ii) request an opportunity to explain at the next Board meeting. If the Board determines that a violation has NOT occurred, then the matter shall be closed, with prejudice.

4. If the Board receives an explanation from the homeowner within the ten (10) days allotted, then the matter shall be added to the agenda for the next Board meeting.

5. If the Board receives a request for an opportunity to explain at the next Board meeting, then the matter shall be added to the agenda for the next Board meeting and the homeowner shall be notified of those particulars at least ten (10) days in advance of that Board meeting.

6. If the Board receives no response from the homeowner within the assigned ten (10) days, or if, after hearing the homeowners defense at the designated Board meeting, the Board finds for a verdict of guilty, the Board shall assign a financial penalty, in keeping with the defined and published maximum penalty for violation of that rule, The Board shall promptly notify homeowner of its finding, the violation, including all of the specifics of the infraction, and assigned penalty, if any, in writing and sent via postal mail to the home address of said homeowner, along with an assigned due date, by default 30 days hence, for payment of any financial penalty assessed.

7. Decision by the Board is final and cannot be further appealed.