



## INFO DOCUMENT M – MANAGEMENT OF COMMUNITY POLICIES

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- ✓ The *Handbook's* information is derived from the Declaration and Bylaws. A variety of supplemental Information and documents define such things as satellite dish location, storm door installation, Clubhouse usage, needed forms, and many other topics.
- ✓ The legal name of the community's association is: *The Lakes at Polaris Condominium Association LLC*. In this *Handbook* it is often shortened to "LAP". It is a non-profit Limited Liability Company. The Board of Directors operates as company representatives. The President is vested with the same powers as a CEO of a corporation.
- ✓ All Owners have, or will receive a hardcopy of the *Handbook* in a three-ring binder, single-side printed to facilitate updates to the document over the years. All information documents and FAQs will be included. Updates will be sent via USPS, three-hole punched, in clearly marked 9X12 inch envelopes. The Declaration and Bylaws are not included, since all Owners have copies of these items.

### AUTHORITY

- ✓ All Rules, Regulations, and Policies are under the express authority granted in Article III of the Declaration and Article V of the Bylaws and the Ohio Revised Condominium Act 5311. Your Board of Directors intent is to promote harmony, to serve the best interests of the Unit Condominium Owners and the Association as a whole, to reasonably protect and preserve the nature of the Units, the community assets, and ensure community property values are maintained and enhanced.

### ENFORCEABILITY

- ✓ The Declaration and Bylaws mandate that the Board of Directors enforce the restrictions contained in the Declaration and Bylaws and authorizes enforcement of the Rules, Regulations, and Policies set forth by the Board. The Declaration and Bylaws provide a variety of sanctions including enforcement, legal costs, levying infraction assessments, and implementing Rules, Regulations, and Policies to comply with them.
- ✓ There is nothing in this document that infringes on anyone's Ownership rights in this community, nor personal property rights, except as defined in your deed, the Declaration, the Bylaws, and by the Ohio Condominium Act, and by the authority you have granted your elected Board Members, It does, as is the case with all multi-family communities, restrict certain activities to maintain harmony and promote property values in the community for the long-term. The Bylaws give the Board authority to regulate personal vehicles, occupancy within Units, procedures and restrictions on the leasing of Units, Unit appearance, limited common elements use, common elements use, as well as the regulation of many other facets of the community.

### APPLICABILITY

- ✓ Relationship to the Declaration and the Bylaws with respect to Ohio law – The Rules, Regulations, and Policies clarify some general restrictions contained in the Declaration and Bylaws and Ohio Law (under Chapter 5311 of the Ohio Revised Condominium Act). The Ohio Law, the Declarations, Bylaws and these Rules, Regulations, and Policies are all applicable and controlling



in that respective order. The elected Board of Directors (members of the Board) have broad powers granted in the Bylaws to interpret and further refine the information in the Declaration and to clarify its application. As Owners and members of the LAP Condominium Association you have granted your elected Board Members full authority to act on your behalf in all matters during their elected three-year term. Please review the Bylaws for clarification, if unsure.

## MODIFICATIONS

- ✓ The Rules, Regulations, and Policies were approved by the Board of Directors at the Board's meeting on January 28, 2025. The management documents may be amended, modified, deleted, or new items added at any time, as conditions change and the need for additional clarifications come to light. Upon approval of a majority vote of the Board of Directors, such changes and/or modifications will become effective thirty (30) days after the approval date. These changes will be sent by postal mail, or personally distributed to the Condominium Owners. Condominium Owners are required to distribute them to their Tenants. All Rules, Regulations, and Policies are in effect until changed by the current Board or a future Board. An Owner or a group of Owners cannot require changes to the *Handbook* once approved and enacted by the current elected Board. Owners may request changes for the Board to consider at its regularly scheduled Board Meetings. The Board is under no legal or Association requirement to make the suggested change(s).

## BOARD OF DIRECTORS

- ✓ The Board of Directors consists of six (6) individuals who must be Condominium Unit Owners, or the spouse of a Unit Owner, and are required to live within the community. They are elected by their fellow Condominium Unit Owners. Board members serve without compensation and are responsible for making decisions affecting our community. Decisions concerning the Condominium property are made during the Board's scheduled meetings, generally held each month. In between the regular Board meetings, the Association relies on the Management Company to carry out the Board's decisions and to handle all communications by and between the Association's Unit Condominium Owners, contractors, and vendors. To the greatest extent possible, both the Board of Directors and the Condominium Association's Management Company will include Condominium Owners and 3<sup>rd</sup> party management companies in all correspondence pertinent to the operation of the community. These Rules, Regulations, and Policies must be adhered to by Unit Condominium Owners, Tenants, guests, visitors, and 3<sup>rd</sup> party management companies.