



THE GALENA TERRITORY  
ASSOCIATION, INC.

**Rules  
and  
Regulations**

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## **RULES AND REGULATIONS**

### **A. Member and Guest Identification and Access**

1. Each lot/living unit shall be entitled to six (6) proximity cards at no charge. This number is subject to change by the Board of Directors. Additional proximity cards are available for sale for an annual fee established by the Board of Directors, however, at no time shall the total number of proximity cards for any lot/living unit exceed ten (10). Lost or damaged proximity cards will be canceled and may be replaced at a fee established by the Board of Directors. (Special Note: For multiple owners on a lot/living unit, proximity cards will be distributed to the first owner who registers.)
2. A daily guest fee may be charged for a temporary pass for those individuals who are guests of a member and do not have a proximity card. Children age 5 and younger may enter without a proximity card or temporary pass. This temporary pass includes entry to all Association amenities. Guests, including an owner's family member, tenants, servants, pets, guests and invitees, must be authorized by a member. Guest passes may be purchased at the Owners' Club or the Marina.
3. Access to Association amenities is permitted by use of a valid Association-issued proximity card or temporary guest pass. Any person (excluding children age 5 and younger) using or visiting a GTA amenity must produce a valid proximity card or temporary guest pass as authorization to access, whenever requested by any GTA employee. Any person unable or unwilling to produce a valid proximity card or temporary guest pass when requested by any staff member shall be denied access or escorted from the amenity and may be subject to a fine. Management shall have discretion to grant individual or blanket authorization when in management's opinion it is impractical to issue and require that every visitor or guest on GTA property possess a valid proximity card or temporary guest pass.

### **B. Vehicle Regulations**

1. Each vehicle (car, truck, motorcycle, etc.) shall be registered annually with the Association office. The owner shall supply the Association with appropriate information about their vehicles.
2. Each lot or living unit is authorized up to six (6) vehicle decals. Temporary vehicle passes are available for those individuals who are guests of a member. Temporary vehicle passes must be authorized by a member. Vehicle passes may be obtained at the Owners' Club or the Marina.
3. Unless otherwise authorized by management, vehicle passes are required at all amenities. Any vehicle without an appropriate decal permanently affixed to the front windshield or without a temporary vehicle pass prominently displayed and visible from the exterior of the vehicle may be ticketed by the Security Department.
4. The use of motorized vehicles, including trail bikes, utility vehicles (UTVs), all-terrain vehicles (ATVs), mini-bikes, snowmobiles, etc., except vehicles authorized by management, are not permitted on Greenspace, trails and other lands owned by the Association. Such vehicles may be used on the roads in The Galena Territory only in accordance with state and local highway traffic regulations including the licensing of both the vehicle and driver.
5. Parking of commercial vehicles, junked or inoperable vehicles is not permitted
6. Commercial vehicles are defined as vehicles weighing 8,001 or more pounds, non-licensed equipment, or any vehicle transporting hazardous materials which is required to be placarded.

7. All vehicles must be parked only in areas designated for this purpose. At no time may residential lawns, yards, open space, general turf areas, etc. be used for the parking, storage or other recurring use for vehicles of any type.
8. Habitual parking of trailers, recreational vehicles (campers, watercraft, snowmobiles, horse trailers, etc.), is not permitted, except for horse trailers on lots permitted for and currently stabling horse(s).
9. Habitual parking is defined as leaving any vehicle described in paragraph 8 above for any portion of three or more days in a thirty (30) day period on any lot, or lots, or area adjacent without written permission of the General Manager or his designee.
10. The General Manager or his designee has the discretion to authorize exceptions to the parking rule for reasonable periods of time.
11. Violations are subject to fine as published in the fine schedule.

### **C. General**

1. The Board of Directors has adopted and published rules, regulations and policies governing the use of the Common Properties and facilities, and the personal conduct of any person thereon. Management is responsible for enforcement and may, at its discretion, fine or suspend the rights of any person for violation of such rules, regulations and policies for a period not to exceed 30 days.
2. Property owners shall be responsible for their family members, tenants, servants, pets, guests and invitee's compliance with GTA Rules and Regulations. Property owners shall also be responsible for the payment of any fines levied as a result of a violation of the GTA Rules and Regulations by an owner, an owner's family member, tenants, servants, pets, guests and invitees.
3. Violations of the Rules and Regulations are subject to fine.
4. An adult (18 years of age or older) must supervise children younger than twelve (12) years of age at all Association facilities.
4. Smoking or carrying a lighted cigarette, cigar or pipe, or using an alternative nicotine product known as an e-cigarette or vaporizer in any GTA facility and on any attached deck is not permitted.
5. All refuse must be disposed of in the proper containers.
6. Avoid profanity and vulgarities.
7. Animals (excluding animals registered at Shenandoah Riding Center) are not permitted inside GTA operated or managed facilities, on the tennis, pickleball or basketball courts, or to be tied to fences at any facility, except for certified service animals specifically trained to do work or perform tasks for an individual with a disability and assistance animals that may be necessary to afford a person full use and enjoyment of the facilities. Exceptions may be approved by the General Manager or his/her designee.
8. The Galena Territory Association is not responsible for lost or stolen items.

## **D. Facility Use**

1. During normal operating hours, no group may occupy the Owners' Club Lounge, Social Hall, Arts & Crafts Room, Pavilion or Marina Lounge for more than two (2) hours to the extent that they unreasonably interfere with the rights or enjoyment of other members. If the facility is rented for a private party, please return at another time.
2. Firearms of any kind are not permitted in the Pool/Recreation Complex. The Pool/Recreation Complex is defined as any area within the complex including adjacent deck areas normally accessed through the double doors adjacent to the Owners' Club Café by use of a proximity card.
3. Skateboarding, rollerblading or skating is not permitted inside any building.
4. Tables should be left clean and orderly.
5. Sitting or lying on game tables is not permitted.
6. Entry to any GTA facility, any part of a facility not normally open to members or guests, and storage area outside normal operating hours and when an employee is not present, is not permitted unless authorized by the Board of Directors or GTA management.

## **E. Owners' Club Complex**

1. General Regulations
  - a. Glass and breakable items are not permitted in the pools, decks and locker rooms.
  - b. Persons with athlete's foot, open sores or similar skin conditions are not permitted in the pool, deck and locker rooms for obvious health reasons.
  - c. Beverages are permitted chairside at the pool. No beverages are permitted poolside or in the pool. Food and gum are not permitted on the pool deck.
  - d. Food, gum and beverages are permitted on the concession deck, the fenced-in area adjacent to the Owners' Club Café.
  - e. Only clean footwear is allowed on the pool decks.
  - f. Sunbathing is permitted on the pool deck. Nude sunbathing is not permitted.
  - g. Carry-in of alcoholic beverages is not permitted except during the winter season when the outdoor pools are closed.
2. Locker Rooms
  - a. Swimmers are encouraged to shower each time prior to leaving the locker room and entering the pool.
  - b. Persons are encouraged to bring a padlock to protect their valuables left in the locker room.
  - c. Locks must be removed from lockers by the close of business each day. Locks remaining after the close of business will be forcibly removed and contents secured.
3. Pools
  - a. All Association members and their guests will comply with the rules and regulations of the State of Illinois Department of Public Health.
  - b. Running or unsafe activity in the pool area is prohibited. Violators will be asked to leave the pool area if such activity persists. Lifeguards, security, management and staff supervisors have authority in such matters.
  - c. Proper swimming attire is required; "cut-off jeans" and thongs are not allowed.
  - d. Diving is not permitted.
  - e. Inflatable toys, balls and other toys are not permitted except as authorized by the lifeguard.
  - f. The pools may be closed by the lifeguards, security or management due to inclement weather.

- g. When a thunder or lightning warning is issued everyone must vacate the outdoor pools. Lifeguards will issue an "All Clear" by waiting 15 minutes after the last observed thunder or lightning.
  - h. Objectionably loud noise is not permitted. Lifeguards will control the noise level.
  - i. Rules specific to the pool slide are posted on the slide.
  - j. Horseplay is not permitted.
  - k. Do not hang or sit on rope or ladders.
  - l. Keep the area in front of rescue backboards open.
  - m. Do not distract lifeguards.
- 4. Gymnasium
    - a. Use of the gymnasium is limited to one (1) hour. Scheduled Association activities will be the exception.
    - b. Baseball, hockey, kickball and dodgeball are not permitted in the gymnasium.
    - c. Food and beverages are not permitted in the gymnasium.
  - 5. Outside Basketball Court
    - a. Use of court is limited to one (1) hour. Scheduled Association activities are the exception.
    - b. Any device with wheels is not permitted on the court.

#### **F. Tennis and Pickleball Courts**

- 1. Register for court times at the Association office by telephone or in person for the Owners' Club courts and at the Marina (when open) for the Marina courts.
- 2. Reservations are limited to one (1) hour. Scheduled Association activities are the exception.
- 3. Only tennis or gym shoes are permitted on the courts.
- 4. Play begins and ends on the full hour regardless of when players commenced play.
- 5. Hanging on the nets is not permitted.
- 6. Any device with wheels is not permitted on the courts.

#### **G. Lake Galena Regulations**

- 1. Swimming is not permitted in Lake Galena and below the spillway area. Diving into Lake Galena from rocks, trees, boats, etc. is not permitted.
- 2. Scuba diving is not permitted in Lake Galena.
- 3. Only watercraft owned by property owners are allowed on Lake Galena except as authorized by the General Manager or his or her designee. Property owners must provide the Association office proof of ownership for each watercraft. Before entering onto Lake Galena, all watercraft and trailers must be registered with the Association office and stickers properly affixed.
- 4. Guest watercraft are not permitted on Lake Galena.
- 5. Lake Galena is a "no-wake" lake.
- 6. Docking at the launch area is not permitted except to load and unload. Docking watercraft on the shoreline or mooring watercraft on the lake overnight is not permitted.

7. Launching of any watercraft will be from the Marina launch area only. Properly registered paddle craft (i.e. canoes, kayaks, paddle boards, etc.) may be launched from designated common properties around Lake Galena with a permit issued by the Lake Galena and Marina Coordinator.
8. The waters of Lake Galena are under the jurisdiction of the State of Illinois Department of Natural Resources. Members may be fined by conservation police officers if they are not in compliance with state fishing and watercraft statutes. Association boating and fishing regulations will be enforced by Association staff.
9. Boating on Lake Galena is limited to watercraft without motors, such as sailboats, rowboats and canoes and kayaks, and to watercraft driven by electric or gasoline motors with 10 or less horsepower. Motorized and non-motorized personal watercraft (jet ski, water mouse, tubes or similar craft) are not permitted. Boats and motors are subject to inspection by Association staff at any time.
10. Pontoon boats owned by Association members are limited to a maximum length of 18 feet. All other watercraft owned by Association members are limited to a maximum length of 21 feet on Lake Galena.
11. The Association is not responsible for loss of or damage to any watercraft or equipment.
12. No person shall operate any watercraft in a careless or reckless manner as defined by the Illinois Boat Registration and Safety Act.
13. Water skiing or towing of any device is not permitted.

#### **H. Marina Regulations**

1. Watercraft and trailer storage
  - a. Watercraft and trailer storage is available in the fenced area at the Marina.
  - b. Members shall make written application and pay an annual storage fee. Upon payment a storage decal will be affixed to the watercraft or trailer by Association staff.
  - c. Failure to pay the storage fee will result in the Association levying a fine and taking the appropriate legal action including the removal of the watercraft or trailer from the GTA storage area.
  - d. Each numbered location is to be used only for the watercraft or trailer identified for its use.
  - e. Members are responsible for providing their own tie-downs.
  - f. Small campers and recreational vehicles are not permitted to be stored in this location.
2. In-water docking
  - a. Docking is permitted at the Marina only.
  - b. Upon receipt of the written application and annual rental fee, a numbered docking decal will be affixed to the watercraft by Association staff.
  - c. Failure to pay the annual fee will terminate all rights of any such property owner. The Association reserves the right to dispose of any watercraft not picked up by its owner after thirty (30) days' notice to the property owner previously holding the right to use said slip.
  - d. If a property owner does not house a watercraft in the slip for one full season, the Association may terminate the rights to the use of that slip.
  - e. There is only one watercraft per slip and only the watercraft identified on the application is allowed in that slip.
  - f. All boats must be removed from the water by December 1. Failure to remove a boat could result in the loss of docking privileges the following year.
  - g. Property owners are not allowed to transfer the right to use said docking facility to another property owner.
  - h. Any open watercraft (fishing boat, sailboat, canoe and kayak) docked at the Marina is required to have either a tented cover or a functioning battery-operated bilge pump.

- i. Members are responsible for providing and maintaining adequate and proper dock lines.
3. Marina Park
- a. Bonfires are prohibited in the park.
  - b. Glass and breakable objects are not permitted on the playground or sand volleyball court.
  - c. Only authorized vehicles are permitted in the park.

#### **I. Fishing Regulations**

1. The waters of Lake Galena are statutorily controlled by the State of Illinois Department of Natural Resources. Members not in compliance with state fishing regulations are subject to a fine by the conservation police officers.
2. Association fishing regulations (catch size and limits) are posted at various locations around Lake Galena and are enforced by Association staff. The GTA promotes "catch and release."
3. Lake Galena has a two-pole and line fishing restriction per person. The use of set (trot) lines, jugs, bottles box traps or unattended fishing devices are not permitted in Lake Galena.
4. Fishing is not permitted from the docks at the Marina and from the spillway. Fishing is permitted from the shoreline around Lake Galena, including the dam and fishing piers, as well as along the stream below the dam and spillway.

#### **J. Brodrecht Storage Area**

1. Members shall make written application and pay an annual storage fee. Upon payment a storage decal will be affixed to the stored property by Association staff.
2. Failure to pay the annual fee will result in the Association levying a fine and taking the appropriate legal action including the removal of the stored property.
3. Each numbered location is to be used only for the item identified for its use.
4. Members are responsible for securing their property.
5. Members must provide proof of insurance coverage for property being stored at this location.
6. No camping is permitted.

#### **K. Greenspace Regulations**

1. Excluding the trail system, Greenspace shall be left in its natural state.
2. All restoration projects completed by the GTA or property owner must be approved by the Natural Resources Coordinator.
3. A multi-use trail system is available. Specific rules and regulations have been established for the trail system.
  - a. Stay on designated trails; do not take shortcuts. Many trails are adjacent to private property.
  - b. All trail users must yield to horseback riders.
4. Cutting trees or altering the Greenspace is not permitted except as granted by the Natural Resources Coordinator and/or Greenspace Advisory Group in writing. In emergencies, the General Manager or his or her designee can approve removal of trees. Anyone cutting trees on Greenspace or altering Greenspace without written approval may be fined and will be required to restore the area as prescribed by the Natural Resources Coordinator.



5. The removal or digging of plants from Greenspace is not permitted, except for the following non-native, invasive species: garlic mustard, wild parsnip, poison hemlock, teasel, honeysuckle or buckthorn, autumn olive or other species authorized by the Natural Resources Coordinator.
6. Foraging for edibles is permitted after obtaining the appropriate permit from the Administrative office. The harvest may consist of fruit, nuts, mushrooms or leaves but not entire plants. The permit must be displayed on your vehicle's dashboard or presented to Security upon request.
7. Building on, adding to or storing personal possessions (including watercraft and other recreational vehicles) on Greenspace is not permitted.
8. Tree removal on private property
  - a. Removal of trees larger than 4 inches in diameter requires the approval of the Natural Resources Coordinator. This includes dead trees.
  - b. Complete removal of branches from ground level cannot exceed 8 feet in height.
  - c. Topping of trees is not permitted.
  - d. Trees or branches that have fallen and are on the ground may be cleaned up without obtaining approval.

#### **L. Shenandoah Riding Center**

Please contact the Shenandoah Riding Center office for a copy of specific rules for use of the facility.

#### **M. Facility Rental Regulations**

1. The Association will make available to individual members the opportunity to rent some of the amenities for parties and gatherings. The facilities available for rent are the Marina Pavilion, Marina Lounge, Owners' Club Lounge, Arts & Crafts Room and Social Hall. Each rental will require a damage deposit and will be reserved on a first-come, first-served basis. The rental fee and terms are established by the Board of Directors and are subject to change.
2. Any group of fifteen (15) or more persons requesting use of the facilities must complete a rental agreement with the Recreation office prior to use.
3. In order to rent a facility, complete the rental agreement application and forward it to the Recreation office along with the appropriate rental fee and damage deposit. Specific rules and regulations have been established for each amenity.
4. Only members may reserve the facilities.
5. Facilities are not available for rental on the following holidays: New Year's Day, Easter, Thanksgiving, Christmas Eve Day and Christmas Day. Only the Social Hall is available for rent on Memorial Day weekend, 4<sup>th</sup> of July (and weekend if applicable) or Labor Day weekend.
6. The gym, game room and Marina Park are not available for exclusive use. Scheduled Association activities are the exception. The pool and deck may be available for exclusive use after hours and then only under specific conditions as authorized by management.
7. The sale of alcoholic beverages during a facility rental requires dram shop insurance and a liquor license. Giving away alcohol requires a host insurance policy. The Galena Territory Association must be named as an additional insured on either policy.

#### **N. Camping**

Camping is not permitted in The Galena Territory with the exception of camping in self-contained recreational vehicles/trailers in the designated camping area at the Shenandoah Riding Center during scheduled events. Campers will abide by all rules and regulations of the Association or be ordered to leave the premises.

#### **O. Pets**

1. No animal, except the usual household pets, shall be kept or maintained on any lot in the development unless specifically allowed by the Supplemental Declarations. Pets not on the owner's property shall at all other times be securely confined or leashed by a physical restraint held or attached to the owner or another responsible person.
2. Pets found roaming or running at large outside the owner's property subjects the property owner to fines established by the Board of Directors.
3. Paragraphs 1 and 2 apply except where posted otherwise.

#### **P. Refuse and Litter**

1. There are two refuse centers, located on Mount Hope Road and Brodrecht Road.
2. All refuse should be deposited in the appropriate receptacles located throughout The Territory.
3. Roadside dumping and littering are prohibited by law. Littering within The Galena Territory is subject to fine by the Association.
4. There is no curbside pickup in The Galena Territory. Do not place refuse at the edge of the road in a container or plastic bag unless you have made prior arrangements with a collection service.
5. Access to the refuse centers is permitted by use of a valid Association-issued proximity card or temporary guest pass.
6. Improper use of refuse centers is subject to fine.
7. Refuse Center operation:
  - a. Open daily from 6 a.m. until 9 p.m.
  - b. Place all non-recyclable refuse items that fit through the compactor door into the compactor.
    - If the compactor is in the process of cycling, wait for the process to stop before opening the door.
    - Close the door securely after placing refuse inside.
  - c. Place all refuse in a receptacle, not on the ground.
  - d. Large items such as televisions, appliances, furniture and tires will be accepted on Saturday and Sunday from 9 a.m. until 3 p.m. at the Mount Hope Refuse Center only for a fee. Special arrangements for a pickup for large items at your home may also be arranged with the refuse collection contractor.
8. Recycling
  - a. Cardboard recycling is available at the Mount Hope location only. Cardboard must be emptied and flattened. Packing supplies must be placed in the compactor.
  - b. Recycling guidelines:
    - Sorting is not required.
    - Recyclables must be loose.
    - Plastic, aluminum and tin must be clean.
    - Newspapers and magazines should not be bundled.

- Items not accepted: Glass of any kind, hardcover books, Styrofoam, oil containers, aerosol cans and paint cans.
9. Construction waste is not permitted at the refuse centers. On-site dumpsters are required at construction sites.
  10. Gasoline and refuse may not be dumped in the lake or on the lakeshore.
  11. Landscape waste
    - a. Anyone contemplating burning items such as landscape waste is directed to notify the Security Department prior to burning so that no false alarms are submitted.
    - b. Landscape waste is defined as any plant refuse including trees, tree trimmings, branches, stumps, weeds, leaves, grass, shrubbery and yard trimmings. The burning of landscape waste can occur only on the land where the waste was generated, under atmospheric conditions that will readily dissipate contaminants and in such a way as to not create a visibility hazard to roadways or endanger neighboring properties.
    - c. All burning of landscape waste shall be properly supervised by the owner or the owner's designee.
    - d. No burning shall take place after dusk.
  12. Townhouse and condominium associations have their own collection sites that are for exclusive use by their members only. Anyone improperly using those facilities is subject to a fine.

**Q. Hunting, Firearms and Fireworks**

1. No hunting or trapping is permitted in The Galena Territory except as authorized by the General Manager or his or her designee. The entire area is posted.
2. No firearms, fireworks, slingshots, bows and arrows, crossbows or any other devices designed to propel a projectile, such as BB guns, pellet guns or air pistols, may be discharged within The Galena Territory unless authorized by the General Manager or his or her designee.

**R. Payment Vouchers**

The Board of Directors shall establish a Purchasing Policy that will include a method of approving payment vouchers.

**S. Dispute Resolution and Grievance Procedure**

Any claim or controversy between The Galena Territory Association, Inc. and any member which arises out of or relates to the ownership and use of property in The Galena Territory shall be submitted to the Dispute Resolution and Arbitration Procedures Policy prescribed by the Board of Directors.

**T. Leasing**

Any owner leasing their property for a period of longer than 6 months shall deliver a copy of the signed lease to the Association or if the lease is oral, a memorandum of the lease, not later than the date of occupancy or 10 days after the lease is signed, whichever occurs first.

**U. Failure to Comply with Emergency Directions**

Any person who willfully fails to comply with the directions of GTA Security personnel or another GTA employee assigned to carry out emergency procedures put into place by the General Manager or his/her designee to safeguard life and property in an emergency situation shall be subject to a fine of \$1,000.

#### **V. Unauthorized Use of a GTA Member List**

Any member who utilizes the GTA member list for reasons other than the Board-approved proper purpose for which said list was released, shall be subject to a fine up to \$10,000 per occurrence. Nothing in this rule shall preclude the GTA's right to pursue any other remedies against such member available under law or contract.

#### **W. Nuisance**

1. Any disturbance of the peace or nuisance observed by Security will receive a warning upon the first occurrence. Upon a second occurrence at the same location within 24 hours, the owner will be fined up to \$1,000 and Security personnel will contact the Jo Daviess County Sheriff's Office to respond to the scene of the disturbance.
2. Customary construction sounds are not considered a nuisance. Rules regarding construction noise are found in the Architectural Review Guidelines.
3. Machinery or powered equipment (mowers, blowers, weed eaters, etc.) noise is prohibited between the hours of 8 p.m. to 7 a.m. Sunday through Saturday and from 8 p.m. Saturday to 9 a.m. Sunday. Exceptions are for snow removal and emergency repairs.

#### **X. Solicitation**

Door-to-door solicitation seeking to promote the sale of commercial products or services is not permitted.