

Colony West Homeowners Association

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COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 26, 1989.

Resolution pertaining to Architectural Control.

Resolved: The Board of Directors shall have the power to control all uses (including, but not limited to, painting) of any and all parts of all units visible from the outside to preserve uniform appearance and aesthetic quality, and may act affirmatively to preserve the same, and may assess the cost thereof, pursuant to Article III of the Declaration of Covenants, Conditions, Restrictions, and Easements. The Board is to levy a \$50.00 fine for any violation of the architectural control procedure. This fine will not be the top end of damages charged to the unit owner who violates the procedure because if the change is not considered by the Board to be conforming, then the unit owner will be responsible for repairing the area back to its original condition.

Motion passed unanimously.

As revised from 8/27/84

As revised from 6/23/86

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/02/2020

Filed in Minute Book Page 1989

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 14, 1980.

Resolution pertaining to Architectural Request and Change Forms.

Resolved: An owner must fill out a "status of architectural or landscaping additions" form prior to Board consideration. The forms are for the purpose of recording changes from the purchase condition by the homeowners. The Architectural and Maintenance Committee will recommend approval or disapproval to the Board. A homeowner may appeal a disapproval before the Board. These forms will become part of the permanent file on each unit. Change request forms must be completed by the Homeowner prior to installation or construction because the signature of the homeowner commits them to further maintenance of the addition, commits them to liability for damage, and allows passage of the addition to future owner.

Motion passed unanimously.

As revised from 12/18/78

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/02/2020

Filed in Minute Book Page 1978

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 25, 1979.

Resolution pertaining to Balconies/Condos.

Resolved: Responsibility for balconies lies with the Condominium Association.

Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/02/2020

Filed in minute book 1979
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 23, 1996.

Resolution pertaining to Condominium A/C Condensers on Commons

Resolved: If there is a positive need for a Condo owner to place a replacement or new A/C Condenser Unit, it shall be placed at Manager's supervision on the balcony patio or back on wall. No more ground installation outside units.

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/02/2020

Reviewed 04/09/2025

Filed in Minute Book Attested
by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 24, 1990.

Resolution pertaining to Doors/Exterior.

Resolved: All exterior doors are permitted to be installed by the owner of a unit or a professional with said installation to be approved by the Board of Directors in writing. All replacement exterior unit doors must be steel with a wood frame and an embossed six-panel design and be painted an approved door color.

Motion passed unanimously.

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/02/2020

Filed in Minute Book Page 1990

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 26, 1989.

Resolution pertaining to Doors/Storm.

Resolved: Storm/screen doors are permitted to be installed by the owner of a unit or a professional with said installation to be approved by the Board. All doors must be an open front aluminum or wood model and must match the trim. No other colors will be permitted. If the Board finds that the installation does not meet with their approval, it will have to be redone at the owner's expense. In the event that the reinstallation is not done, the Board reserves the right to levy a special assessment on the homeowner to pay for the cost of having the door installed correctly.

As revised from 9/18/78

As amended from 5/22/78

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/02/2020

Filed in Minute Book Page 1989

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on May 22, 1978.

Resolution pertaining to Exterior Repair/Maintenance Specifications.

Resolved: Repairs/maintenance and costs are the responsibility of the individual homeowner. The HOA has the responsibility of insuring that HOA specifications are met. All individual owners are responsible for the maintenance and repairs of all architectural changes and additions to their units. The Board has the discretion as to when such maintenance and repairs are needed.

As amended from January 1978.

As amended from 1977.

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 8/13/19

Amended 1/08/20

Filed in Minute Book Page 1978

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31
Colony West Drive, Champaign, Illinois 61820.

Resolution pertaining to: Fences

Summary of Fence Committee Findings and Opinions And Recommendations to the Board

1. As the fences of the TDI's in Colony West need significant repairs or replacement, they shall be replaced by vinyl fencing. This is based on the fact that several owners have recently replaced fencing and the life span of a properly maintained wood fence is twenty years.
2. Specifications
 - A. Fencing contractors shall be annually re-evaluated by the Fence Committee.
 - B. Fencing shall be purchased from a Board approved supplier and installed by the Board approved installer, or it may be purchased from the Board approved supplier and installed by the owner.
 - C. Two styles; privacy or semi-privacy; except as noted in 2-F (1 through 5)
 - D. Height: 4, 5, or 6 feet
 - E. Color: tan (matching siding)

F. Consistency in style: the following owners shall agree in advance as to privacy or semi-private and that choice shall be continued.

(1) The three separate groups of three individual homes each (39, 40, and 41 Colony West Dr.); (1, 2, and 3 Colony West Drive), and (10, 11, and 12 Colony West Dr.), which back up to Prospect Avenue.

(2) Units 1925-1933, which back up to Melrose Drive.

(3) Shared fences shall be privacy style and non-shared fencing shall be owner's choice unless otherwise noted.

(4) Individual homes 706 Phoenix through 814 Phoenix may choose either or both styles, unless you have any shared fencing which must be privacy style.

(5) All duplexes may choose either style of fencing.

3. Guidelines

A. "in need of paint" is not a reason for replacement fencing; it means the fence should be re-painted.

B. All decisions of the Board of Directors, upon the advice of the Fence Committee, shall be final, except in D below.

C. Manager shall walk the grounds and note the address of those units he or she feels are in need of significant repair or replacement and report those addresses to the Fence Committee.

D. The Committee shall function as the Final Inspection committee and at least two members shall give approval or disapproval for workmanship as each fence is completed.

E. The Fence Committee shall remain in place as a standing Committee of the Colony West Homeowner's Association until the work is completed and members shall be replaced by appointment by the existing Fence Committee members or by the Board.

F. The location of fencing may be adjusted up to 6 inches in any direction in order to save money by not removing old concrete fence holes. The relocating of these fences must be presented in writing to the Board or the Fence Committee to be assured that it does not create a new problem of some type.

G. Any changes in fencing, such as addition of or removal of some fencing shall be presented in writing to the Board or the Fence Committee for approval.

4. Shared Fencing:

A. Both owners shall agree.

B. Shared fencing shall be privacy style and non-shared fencing shall be owner's choice except in 2F (1 through 5). If the Board agrees that a shared fence needs replacement, and the owners cannot agree, then the fence shall be replaced in the exact height as previously built.

C. If one owner wants to replace and the other doesn't, and the Committee has determined that the fence is not in need of replacement, and then the owner who wants new vinyl fencing is free to pay for the entire fence according to the above guidelines.

D. Partial fencing may be replaced as long as it is done in complete runs. This is most relevant to the individual units.

E. All disagreements concerning style and height shall be resolved by the Board of Directors with the advice of the Fence Committee.

AS AMENDED JULY 19th 2005
Revised 01/08/2020

Filed in Minute Book Page 2005
Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on August 23, 1982

Resolution pertaining to TDI Roofs

Resolved: The Board has no responsibility for structural damage. There is not a fund for roof maintenance, and the HOA Board has no responsibility for roof damage.

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/08/2020

Filed in Minute Book Page 1982

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on April 15, 2008

Resolution pertaining to Roofing.

Resolved: When new roofing is installed in Colony West. Either ridge vents, box vents, or both are the only acceptable venting allowed. Proper soffit venting is required on any roofing upgrades from this day forward.

April 15, 2008
Reviewed 01/08/2020

Filed in Minute Book

Attested by _____
Secretary

COLONY WEST

HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTIONS

Policy of Colony West Homeowners Association located at #31 Colony Wet Dr., Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on August ____, 2004.

Resolution pertaining to Satellite Dishes.

Resolved: No owner or renter shall install any satellite dish which is visible by the general public or other residents at Colony West. All satellite dishes, and their location, must be approved by Colony West Management. If a dish is installed in violation of this resolution, the owner/resident has 14 calendar days to remove the dish. Failure to remove the dish will result in removal by Colony West maintenance at the expense of the owner.

Reviewed 01/08/2020

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on March 27, 1990

Resolution pertaining to Window Replacement/Specifications/Patio Door Replacement

Resolved: All replacement windows, patio and storm doors must be approved by the Homeowners Board of Directors prior to installation. Specifications are as follows:

REPLACEMENT WINDOWS: All windows must have an aluminum or vinyl exterior frame with the option of a wood clad interior frame. All windows must consist of 1/8" single or 1/2" insulated glass. Heat mirror may be added as long as the glass is not tinted. The original windows are horizontal sliders, but the owner has the option of installing double or single hung and/or fixed lite models. The exterior frame color must be a manufacturer's brown which matches the exterior brown trim of each unit or new tan colors.

STORM WINDOWS: All storm/screen window frames must be made of aluminum or vinyl and have an exterior color, which matches the exterior brown or new tan trim of each unit. The window is to be a model, which can mount over the existing prime window.

REPLACEMENT PATIO DOORS: All doors must have an aluminum or vinyl exterior with the option of a wood clad interior. The exterior frame color must be a manufacturer's brown which matches the exterior brown or new tan trim of the unit.

PATIO STORM DOORS: This unit which is applied outside of the existing patio door must be a sliding patio storm door and is to be mounted directly over your existing patio door. This doorframe must have aluminum or vinyl exterior and the color must match the brown or new tan trim of each unit.

Amended July 23, 1991

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/2020

Filed in Minute Book Page
attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on December 29, 1992.

Resolution pertaining to Assessments - Commons

Resolved: Commons assessments will be determined by dividing the sum of the HOA Operating Assessments, plus the Commons Reserve Assessments, by the total number of units in the Colony West Development. Each unit owner will pay this amount as a base assessment, to which HOA will add TDI only expenses and the Condo Association will add an assessment for Condo only expenses. (Refer to Assessment Resolution according to Association).

Therefore, the TDI contribution is determined by multiplying this amount by the number of TDI units, and the condominium contribution is determined by multiplying this base amount by the number of condominium units.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/02/2020

Filed in Minute Book Page 1992

attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 26, 1989.

Resolution pertaining to Board of Directors

Resolved: Colony West is to be divided into four (4) voting districts. Each district is to elect, by a majority vote, a delegate to serve on the Board of Directors with District 4 electing four (4) delegates. These seven delegates will compose the Board of Directors to serve staggered two (2) year terms. The Board shall be the official governing body of the Colony West Association, electing a President, Vice President, Secretary, and Treasurer, with meetings following parliamentary procedures according to Robert's Rules of Order.

As Amended from 9/14/76
Revised 7/1/01
Reviewed 04/08/03
Reviewed 01/08/2020

Filed in Minute Book Page 1989
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on March 22, 1988.

Resolution pertaining to Board of Directors/Minutes.

Resolved: The Board Secretary to attest to the minutes of the Board meetings.

Motion Carried Unanimously
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/2020

Filed in Minute Book Page 1988
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on April 14, 1987.

Resolution pertaining to Board of Directors/Vacant Seat

Resolved: The Board of Directors, at its discretion, may declare a Board Seat vacant if a Board member missed three (3) meetings within a three ((3) month period or missed three (3) consecutive meetings, as according to the Declaration.

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/08/2020

Filed in Minute Book Page 1987

attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on March 25, 1980.

Resolution pertaining to Board of Directors/Vacant Seat.

Resolved: A nominating committee to be selected by the Board of Directors when selection of a candidate for a vacant seat on the Board is to be performed. The candidate will be presented to the Board for approval.

Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1980
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on February 21, 1989.

Resolution pertaining to Bookkeeping/Financial Reports

Resolved: A monthly check register listing the amount and description of each check written and a monthly balance sheet listing current assets, liabilities and capital to be included in the monthly financial statements.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1989

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on May 23, 2006.

Resolution pertaining to Board Members/Multiple Boards

Resolved: No more than one person can serve on both the Colony West Homeowner Association board or the Condominium board at one time.

Reviewed 5/23/06
Amended 1/26/20

Filed in Minute Book Page 2006

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 2, 1988.

Resolution pertaining to Elections/Ballots

Resolved: Ballots for Board of Directors election to be sent 30 days prior to the election date to all owners. Ballots to be collected door to door, on request.

As amended from 8/27/84

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 08/13/19

Reviewed 01/08/20

Filed in Minute Book Page 1988

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 18, 1978.

Resolution pertaining to Election Proxies

Resolved: Any owner will be allowed to vote absentee in an election and can decide who can vote with his proxy, i.e., another homeowner, etc.

Motion passed unanimously.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1978

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on March 27, 1978

Resolution pertaining to Manual

Resolved: A handbook listing Colony West rules, regulations and procedures to be drafted and distributed to all existing and new owners, tenants, and others on requests.

Motion Passed Unanimously

Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1978

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on August 11, 2009

Resolution pertaining to HOA Monthly Meeting.

Resolved: No Colony West Homeowners Association Board Meeting shall exceed 90 minutes in length unless a majority of the Board Members present vote to extend the meeting.

Reviewed 01/08/20

Filed in Minute Book

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on December 1983

Resolution pertaining to Reserve Funds/Investments

Resolved: All investments must be backed by a federally insured guarantee. When excess monies are available, and when present investment vehicles mature, the Colony West Homeowners Board of Directors will study long range (6 month) accounts payable and determine the amount of money to invest. When the amount to be invested is determined, the Board will study the local market and invest in the highest yielding instrument available that is federally insured.

Reviewed 7/1/01
Updated 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1983
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on October 28, 1997

Resolution pertaining to Roberts Rules of Order

Resolved: The Board of Directors will follow Robert's Rules of Order.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on December 28, 1976.

Resolution pertaining to Incorporation.

Resolved: The purposes for which the Colony West Homeowners Association Corporation is organized are: Civic and social; to provide for maintenance, preservation and architectural control of the residence lots and common area within the certain area described as Colony West Planned Unit Development as approved by the City of Champaign, and to promote the health, safety, and welfare of the residents within said area and to exercise all of the powers and privileges and to perform all of the duties and obligations of the Association as set forth in the Owner's certification for Colony West.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1976

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on December 28, 1976

Resolution pertaining to Incorporation

Resolved: Colony West Homeowners Association formed a corporation under the "General not for Profit Corporation Act" of the State of Illinois and adopted the Articles of Incorporation.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1976

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on December 27, 1977.

Resolution pertaining to Legal Representation

Resolved: Legal representation will be hired for Colony West Homeowners Association at the discretion of the Board of Directors.

Updated 6/26/01
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1977
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on October, 1979.

Resolution pertaining to Exterior Maintenance – Condominiums

Resolved: The language of 3.06 B of the HOA Declaration sets the general pattern for maintenance at Colony West and clearly establishes that this responsibility for maintenance on the exterior of all dwelling units, including condominiums, is the exclusive province of the Homeowners Association. The responsibility for maintenance is not discretionary with the Board, but rather mandatory and this may not be delegated by the Homeowners Board to the Condominium Board. The HOA can enlist the CWCB as its agent for seeing that maintenance is performed just as it could hire any painting contractor or resident manager to see to these obligations. However, the ultimate responsibility for seeing that the work is in fact performed and that funds are made available for the payment of said work is the responsibility of the HOA and should the HOA be derelict in its duty and property or persons damaged as result thereof, the legal responsibility would lie with the HOA without regard to any Board resolutions delegating this responsibility to the CWCB. However, the actions generally described as "repairs" are not within the dictates of Section 3.06 B. As a consequence, the responsibility for repairs of condominium buildings rests not with the HOA, but rather with the Condominium Board pursuant to Article 5, Section 6 F, where the Board is clearly empowered to undertake repair and replacements of certain common elements. While the maintenance obligation for the exterior of the Condominium Association rests with the HOA, repairs are clearly within the terms of the Condominium Association's Declaration and properly addressed by the Condominium Board. It will be up to the HOA through its definition of the term "maintenance" to more clearly define the responsibility for work, which falls, in the gray area existing between pure maintenance and pure repair.

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/08/20

Filed in Minute Book Page

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on May 1997

Resolution pertaining to Maintenance/Hourly Charge to Condo Association

Resolved: A yearly management minimal fee of \$1.00 per unit per month for the year, 2010, and all succeeding years, paid to the CWHOA by the CWCA.

Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Updated 9/9/09
Reviewed 01/08/20

Filed in Minute Book

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on October 24, 1989.

Resolution pertaining to **Check Authorization**

Resolved: The President, Treasurer and another assigned officer of the Board of Directors, along with the Association Manager, shall have the authority to endorse all Colony West Homeowners checks with two signatures being required.

As revised from 4/22/76.

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/08/20

Filed in Minute Book Page 1989

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on June 25, 1991.

Resolution pertaining to Check Signatures

Resolved: The Association Manager is authorized to write checks, not to exceed \$200.00, with a single signature when another authorized signature is not available. Invoices of expenditures must be signed by the Treasurer or other authorized officer at a later date confirming the purchase.

Motion Passed Unanimously

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1991

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on October 1, 1994.

Resolution pertaining to Clubhouse Rental Agreement

Resolved: The amended rental agreement to become effective immediately for the clubhouse rental:

Owner Rental Fee: \$75,	Owner Performance Deposit Fee: \$200
On Site Renter Rental Fee: \$150,	Renter Performance Deposit Fee: \$300

Reviewed 7/1/01
Reviewed 04/08/03
Amended 01/17/06
Amended 08/13/19
Reviewed 01/08/20

Filed in Minute Book Page

Attested _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on November 28, 1977.

Resolution pertaining to Clubhouse Reservations

Resolved: Clubhouse reservations cancelled within 5 working days prior to the reserved date will cause the party's rental check to be forfeited. Any reservations made will not be official until the rental and damage deposit check is received by the Association Office.

Motion passed unanimously.

Reviewed 7/1/01

Reviewed 04/08/03

Amended 1/08/20

Reviewed 01/08/20

Filed in Minute Book Page 1977

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on March 28, 1977.

Resolution pertaining to Common Facilities

Resolved: In the case of absentee ownership, only the owner or the tenant, not both, will be allowed use of the common facilities. Only those persons encompassed in the following definition set forth are to be considered residents. Only occupants using the unit with the intent of it being his principal place of residence will be entitled to the use of the facilities.

Motion carried unanimously.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1977
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on May 1, 1979.

Resolution pertaining to Corporation Book

Resolved: That the Corporation Book be kept up with accurate minutes and attachments of relevant documents for inspection by any homeowner or attorney.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1979
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 18, 1978.

Resolution pertaining to File System

Resolved: A filing system to be set up to include a file for each unit recording dates of maintenance and improvement, complaints, history of sale and relevant papers.

Motion passed unanimously.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1978
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on June 26, 1990.

Resolution pertaining to Financial Records

Resolved: That the Board of Directors will keep bank records for seven years and election ballots for one year.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1990
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on April 8th, 2003.

Resolution pertaining to Fine Schedule

Resolved: That the Colony West Homeowners Board of Directors has passed a resolution to regulate the amount of fines. The fine schedule is as follows:

A.	Orientation non-attendance, one time:	\$50.00
B.	Pet Registration:	\$50.00
C.	Pet clean up, for each offense:	\$50.00
D.	Leash law, for each offense:	\$50.00
E.	Noise violation, first offense:	\$50.00
	Second offense:	\$75.00
	Any subsequent offenses:	\$100.00
F.	Architectural control:	\$50.00
G.	NSF check return:	\$35.00

Motion Passed Unanimously

Reviewed 4/8/03
Amended and Revised 3/19/13
Reviewed 01/08/20

Filed in Minute Book

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on April 27, 2021

Resolution pertaining to Common Violations. The notification/fine structure is as follows:

- First Offense: Written Notice of Violation
- Second Offense: Written Warning
- Third Offense (fine): \$50.00
- Fourth Offense (fine): \$100.00

Notice: If the violation is not corrected within 7 days, or if it is repeated within 6 months, you will be subject to additional fines/legal action. If you feel this violation was attributed to you in error, you must inform the Board of Directors.

Important: Repeated violations and/or non-compliance will result in appropriate action being taken by the Board at the owner's expense via a special assessment.

Neglecting/refusing to pay a fine or special assessment will result in legal action up to and including a lien on your property.

Resolved: That the Colony West Board of Directors has passed a resolution to regulate the amount for fines. The offenses that incur a fine include:

1. **Storage of Personal Items:** All personal items should be kept in your storage shed or inside the fenced area.

2. **Garbage Removal:** garbage is only permitted outside a fenced in area in preparation for trash pick-up. Trash should only be placed outside a fenced area the night before a pick-up. Empty receptacles should be returned to the fenced area promptly.

3. **Window Treatments:** all window treatments should be standard and/or conventional in nature (curtains, drapes or blinds --- no sheets). Those visible from the exterior of all buildings must be white or off white in color. Inside the unit can be colored or patterned if desired. Window treatments must be in working order, installed appropriately, and free from breaks or tears.

4. **Signage:** Open House directional signs may be placed on the day of an Open House held on either Saturday or Sunday. Other types of signs are not allowed to be posted anywhere on Colony West property. This includes windows or unit exteriors where signage is visible.

5. **Fencing and Gates:** all fences are the responsibility of the owners and must be maintained. Fences should never fall into disrepair due to neglect. If your fence needs to be repaired or replaced, your prompt attention is required and a timeline for the completion of the replacement or repair must be submitted to the Homeowner's Association Board of Directors. Any fence repair or replacement needs to meet Colony West requirements and regulations. If you opt to have a fence gate, it must also meet the approved regulations for the purposes of uniformity. Non-standard gates are not permitted on fences.

6. **Patio and Storm Doors:** patio and storm doors should never fall into disrepair due to neglect. If your door needs to be repaired or replaced, your prompt attention is required. The Board of Directors must approve all replacement windows, patio and storm doors prior to installation. Existing specifications must be adhered to and are in writing at the Colony West office

7. **Yard/Patio Maintenance:** Grass and weeds in excess of 6 inches are not allowed in front or inside the back fence of the townhomes, duplexes, and individual homes (TDI's).

Motion Passed Unanimously

Filed in Minute Book
Attested by _____
Secretary

Passed 4/27/21

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on May 28, 1991

Resolution pertaining to Parental Supervision

Resolved: Parents shall supervise their children at all times and will be held responsible for any damage to landscaping or physical property caused by their children.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1991
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on March 20, 2012.

Resolution pertaining to Pets

Resolved:

- A) Residents owning pets will assume full responsibility for personal injuries or property damage caused by the pet and each pet owner indemnifies Colony West Association, Board of Directors, and Management and holds it harmless against any loss, claim or liability of any kind or character whatsoever arising from, or growing out of the privilege of having a pet at Colony West.
- B) Owner's patio and or yard must be kept clean of dropping so that animal odor does not offend neighbors and attract insects at all times.
- C) There can be no more than two (2) pets per unit.
- D) All Colony West pet owners must follow all Champaign County Animal Control Ordinance concerning pets on leashes and the proper disposal of pet waste immediately. No tethering or leaving pets outside of your unit unattended at any time.
- E) It is a requirement that all pet owners register their pets with the office. Any pet not so registered will be considered a non-resident and will be remanded to the Champaign City Animal Control. Those who fail to register their pet will be fined.
- F) Fines will be levied for any violation of pet policy per Policy & Procedure Resolution F4, see Colony West Website, www.colonywest.info.
- G) The Colony West Homeowners Board of Directors has the authority to demand an owner permanently remove any pet from the property which is in violation of the property's rules and regulations.

Fine Schedule:

Pet Registration:	\$50.00
Pet clean up, for each offense:	\$50.00
Leash law, for each offense:	\$50.00

Filed in Minute Book Page 2012

Attested by _____
Secretary

Amended and Revised 2/19/13
Amended and Revised 1/21/14
Reviewed 01/08/20

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on August 25, 1987.

Resolution pertaining to Pool Fines/After Hours

Resolved: The following fine policy is to be established for residents using the pool after the 9:00 p.m. closing time:

- 1) Any resident caught using the swimming pool after the 9:00 p.m. closing will automatically be fined \$50.00 and key to that unit shall be turned into the office and there will be a 30 day suspension of privileges. A second offense will result in lost pool privileges for the season.
- 2) If there is more than one resident or if a resident has invited guests to use the pool after 9:00 p.m. the automatic fine will be levied per person and charged to the resident.
- 3) The fine will be due within 30 days of the violation. Fines not paid after 30 days will be subject to applicable interest, late charges and liens.
- 4) If the resident is a tenant of a Colony West owner, the unit owner is ultimately responsible for any fines levied against their tenant and guest applicable.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1987
Attested by _____

Secretary

COLONY WEST POOL AND TENNIS COURT RULES

HOURS

TENNIS COURTS ARE OPEN FROM 8:00 A.M. TO DUSK
POOL IS OPEN FROM 9:00 A.M. TO 9:00 P.M. WEATHER PERMITTING

- 1) The pool and tennis courts are for the use, enjoyment and benefit of Colony West residents. All guests must be accompanied by a resident. Only two guests per unit will be permitted at one time unless advance authorization by the management. Guest must also register.
- 2) All residents must present their clubhouse key for identification when using the pool or tennis courts and sign the register. Without this key, **YOU WILL BE REQUIRED TO LEAVE.**
- 3) The Colony West Pool is governed by the Illinois Department of Public Health. Illinois State Regulation 15.01 requires:
 - A. NO ONE 17 YEARS OF AGE OR UNDER IS ALLOWED IN THE POOL AREA EXCEPT WHEN ACCOMPANIED BY A RESPONSIBLE ADULT.
 - B. NO LESS THAN TWO PEOPLE ARE ALLOWED IN THE POOL AREA AT ONE TIME AND NO ONE IS PERMITTED TO SWIM ALONE.
- 4) THERE IS NO LIFEGUARD ON DUTY, therefore use of the pool is at each individual's own risk.
- 5) Parents or guardians are responsible for their children at all times.
- 6) The pool must be cleared immediately at the first sign of rain or electrical storm.
- 7) Proper swimming and tennis apparel is to be worn; no cutoffs in pool or street shoes on courts.
- 8) NO ROUGH PLAYING or running is allowed in the pool and pool area out of the regard for the safety of all and the courtesy to others.
- 9) No bicycles, skateboards, roller-skates, roller blades or scooters will be allowed on the tennis courts or pool deck. Children's toys, other than swimming pool toys, must be kept outside of the fenced area.
- 10) No large inflated objects are allowed such as inner tubes or rafts, if more than 10 people are present.
- 11) No pets are allowed in the pool or tennis court areas.
- 12) No glass items are allowed in the pool or tennis court areas.
- 13) Alcoholic beverages are prohibited from the pool and tennis court areas. Persons under the influence of intoxicants will not be permitted to enter the pool, clubhouse or tennis courts. Management reserves the right to determine and expel anyone whose behavior so warrants.

- 14) Restroom facilities are provided in compliance with State Law. Please do not use the pool.
- 15) Care is to be exercised at all times when using the pool, tennis and clubhouse facilities. Damage or extra expense caused by a resident or guest will be charged to that resident.
- 16) All children not toilet-trained must wear the specially designed diapers for swimming.
- 17) Any change in pool and tennis court hours will be posted at the pool.
- 18) All rules listed above must be observed. Failure to do so could result in expulsion from the pool and loss of pool privileges for a minimum of 2 weeks and loss of a pool key.

AS AMENDED MAY 28, 1991

Updated 6/26/2001

Updated 04/08/03

Reviewed 01/08/20

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on March 11, 2008.

Resolution pertaining to Pool Keys

Resolved: All pool keys will be distributed through the Colony West office. Lock will be changed periodically. To receive a new pool key at no cost, the old key must be returned with the pool tag.

Filed in Minute Book Page 1987

Attested by _____
Secretary

March 11, 2008

Reviewed 01/08/20

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on January 28, 1997.

Resolution pertaining to Ice Melt Distribution

Resolved: That the Homeowners Association would provide 20# bags of ice melt chemical to residents upon request with no charge.

Motion Passed Unanimously

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on August 22, 1989

Resolution pertaining to Mailboxes

Resolved: The mailboxes belonging to individual, duplex and townhouse units are the property of the US Post Office. The Condo mailboxes are maintained by the Condo Association.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 8/13/2019
Reviewed 01/08/20

Filed in Minute Book Page 1989
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on June 24, 1997

Resolution pertaining to Maintenance/Condo Association

Resolved: That the Colony West Homeowners Board of Directors has passed a resolution to charge back to owner a fee of appropriate current rates per hour for maintenance performed by Colony West Staff or Contractors hired by Colony West to perform maintenance on owners units when responsibility is owners'. To charge the Condo Association the maintenance person's hourly wages for maintenance performed by the Colony West part-time maintenance person employee for labor.

Motion Passed Unanimously

As Amended from 9/13/88
Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Reviewed 01/08/20

Filed in Minute Book

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 26, 1989

Resolution pertaining to NSF Checks

Resolved: A fine of \$35.00 is to be levied for checks written to the HOA which are returned from the bank for lack of funds.

As Amended from 7/21/77

As Amended from 7/25/83

Updated 6/26/2001

Reviewed 7/1/01

Updated 04/08/03

Reviewed 01/08/20

Filed in Minute Book Page 1989

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on August 4, 1992.

Resolution pertaining to Orientation/Fine

Resolved: All new owners and residents must attend an orientation with the manager within 30 days of moving in or purchase. Failure to do so will result in a \$50 fine for the owner. If it is a rental unit, it is the responsibility of the owner to see that the appointment is made and that the tenant attends said orientation. If said tenant does not attend a \$50.00 fine will be assessed the owner and common area privileges will be suspended.

Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Updated 04/20/04
Reviewed 01/08/20

Filed in Minute Book Page 1992
Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 24, 1978

Resolution pertaining to Signs/Pool Rules

Resolved: A sign is to be posted at the pool stating the pool is for Colony West residents only, and then only those with a pool key and tag. Only then, will the police respond to any calls regarding non-residents using the pool. This sign is also to state that guests must be accompanied by their host. Non-residents without resident present at pool or tennis court will be asked to vacate the premise, before police are called and asked to remove them.

Motion Passed Unanimously

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Amended 1/08/20
Reviewed 1/08/20

Filed in Minute Book Page 1978

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 19, 1980

Resolution pertaining to Signs/Real Estate

Resolved: Any real estate signs posted on Colony West are to be removed by the manager and all relevant realtors are to be notified of the provisions stated in the Declaration which prohibits any real estate signs to be posted in Colony West. Open House signs may be placed on the day of the Open House and removed at the end of the Open House.

As revised from 10/26/76

As revised from 3/27/79

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 1/08/20

Filed in Minute Book Page 1980

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on October 24, 1989

Resolution pertaining to Solicitation

Resolved: No door to door solicitations are permitted in the Colony West community with out written permission from the CWHOA office.

Updated 6/26/2001

Reviewed 7/1/01

Updated 04/08/03

Reviewed 1/08/20

Filed in Minute Book Page 1989

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on October 27 1992.

Resolution pertaining to Late Fees and Liens

- (1) A late notice will be sent after the 5th of each month and an administrative fee of \$25.00 will be added to the account.
- (2) After 90 days of nonpayment of the monthly fees a notice to file a lien is sent to the owner, requiring the account be settled within 3 weeks.
- (3) If the account is not settled by the Lien notice date a lien will be filed and all filing fees will be added to the account \$100 to file the lien and \$100 to release the lien).
- (4) Late fees will continue to accumulate until the account is paid in full.

Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 8/13/19
Reviewed 1/2/20

Filed in Minute Book Page 2021
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 26, 1982.

Resolution pertaining to Delinquent Assessments/Condo

Resolved: When the Condo Board has an uncollectable debt in assessments, that portion of the assessment which has already been paid to HOA is to be returned to the Condo Board.

Motion Carried

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1982

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTIONS

Policy of Colony West Homeowners Association located at #31 Colony West Dr., Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 16, 2003.

Resolution pertaining to Delinquent Assessments/HOA

Resolved: When TDI assessments are in arrearage of 3 months, a lien will be filed at the Recorder of Deeds office. All payments received after said lien is filed will be applied to arrearage and not current month assessments. Administrative fees will continue until arrearage is current. After a period of 6 months the delinquent unit will be turned over to an attorney.

Motion Carried
Updated 04/20/04
Reviewed 01/08/20

Filed in Minute Book Page 2004
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 26, 1989.

Resolution pertaining to Districting

Resolved: District Four will consist of all 156-condominium units with four representatives to be elected to the Homeowners Board of Directors. District one to consist of units 1-41 Colony West Drive (excluding 31, which is the Clubhouse) with one representative elected to the Board of Directors. District two to consist of Units 706-814 Phoenix Drive and 2301-2311 (odd numbers) Melrose Drive with one representative elected to the Board of Directors. District three to consist of units 2302-2310 (even numbers) 2114-2204 and 1925-2112 Melrose Drive with one representative elected to the Board.

As amended from 9/18/78

As amended from 9/25/79

As amended from 9/27/82

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/08/20

Filed in Minute Book Page 1989

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on April 23, 1991.

Resolution pertaining to Compost Piles

Resolved: Compost piles are not permitted within Colony West for reasons as stated in the Declaration which prohibits any activities which may be offensive or become an annoyance or nuisance to other residents. If a resident does not clean up their compost pile after notification from the Association office, the Colony West Management is instructed to remove the compost pile at the owner's expense.

Motion carried unanimously.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1991

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 22, 1997.

Resolution pertaining to Landscaping/Chemical Edging

Resolved: That the Colony West Homeowners Board of Directors has passed a resolution to allow the Landscape Contractors to apply a chemical edging solution around the fences and common element buildings in order to prevent damage to vinyl siding by the weeding instruments.

Motion passed unanimously.

As amended from 6/23/86.
Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 26, 1989

Resolution pertaining to Amendment to Plantings

Resolved: Plantings are not permitted outside of fences or around the exterior of dwelling units or fences without prior written consent from the Homeowners Board of Directors. All approved plantings must be maintained by the owner, at their expense, and landscaped using edging and mulch. The Homeowners Association has the authority to handle outside plantings and patio plantings that encroach on walkway areas and charge the expense to the unit owner responsible for the plantings.

As amended from 3/9/76

As revised from 7/25/83

Updated 6/26/2001

Reviewed 7/1/01

Reviewed 04/08/03

Reviewed 01/08/20

Filed in Minute Book Page 1989

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on March 26, 1991

Resolution pertaining to Yard Waste

Resolved: The Association may have a contained designated area for yard waste, located near the Colony West maintenance shed.

Motion Passed Unanimously

Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1991

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors in 1983

Resolution pertaining to Trees/Removal and Replacement

Resolved: The Association will not replace dead trees on the Commons unless they planted them. All trees planted by owners will be the owner's responsibility to remove or replace.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1983
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors in 2011

Resolution pertaining to Trees/Private Property

Resolved: The Association will continue to trim, prune, and remove trees that are on private property not inside a unit fence when deemed necessary. Planting and removal will be Colony West responsibility outside of fenced areas. Trees within the confines of an owner's fence are the owner's responsibility. If a fence is extended, with Board approval, to encompass any tree or landscaping it will then be the owner's responsibility for maintenance. With the removal of an original fence the boundary for owner maintenance will remain the same.

Filed 1/26/2011
Reviewed 01/08/20

Filed in Minute Book

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on May 28, 1991

Resolution pertaining to Patio/Yard Maintenance

Resolved: The unit owner is responsible for all patio maintenance inside fences. All enclosed areas must be kept clear of rubbish, debris, weeds, and other unsightly materials. Grass must be kept mowed and maintained at a height no taller than 6 inches. The Association has the right to mow, at the owner's expense, grassy areas, which have been allowed to exceed the maximum height.

Motion passed unanimously.

Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1991
attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on January 23, 1990

Resolution pertaining to Snow Removal

Resolved: That the current snow removal policy remain in effect which states that the Colony West Homeowners Association will remove snow from roads, parking lots, walkways, and driveways, excluding city streets once it reaches an accumulation of four (4) inches during November, December, January & February. We will not plow until the snow stops falling. If Colony West experiences less than four (4) inch of accumulation, or experiences drifting, snow removal will be conducted at the request of the Board of Directors President or Manager. A fee to be set by Colony West Homeowners Association will be charged to any individual requesting additional snow removal.

As amended from 8/29/77
As amended from 10/27/80
As amended from 7/22/85
As amended from 9/1/86
Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Updated 08/13/19
Reviewed 01/08/20

Filed in Minute Book Page 1990

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on May 28, 1991.

Resolution pertaining to Firewood

Resolved: Wood is not permitted to be stacked outside of fence areas or in front of residences.

Motion Passed Unanimously.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 8/13/19
Amended 1/21/2020
Reviewed 01/08/20

Filed in Minute Book Page 1991

Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on December 18, 1978

Resolution pertaining to Windows & Doors/Plastic

Resolved: Plastic coverings are prohibited on the exterior of windows and doors.

Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Updated 02/17/04
Reviewed 01/08/20

Filed in Minute Book Page 1978
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on September 26, 1989.

Resolution pertaining to Garbage

Resolved: No garbage cans, bags or boxes are allowed outside of your patio walls except on garbage pick-up days.

Filed in Minute Book Page 1989

Updated 6/26/2001

Adopted by the Colony West Homeowners Association Board of Directors on July 24, 1978.

Resolution pertaining to Trash

Resolved: Trash is to be placed in plastic garbage bags, tied, or use masking tape to close the bags from the trash compactor. Do not use brown grocery bags.

Updated 6/26/2001

Reviewed 7/1/01

Updated 04/08/03

Updated 08/13/19

Reviewed 01/08/20

Filed in Minute Book Page 1978

Attested by _____

Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 24, 1978.

Resolution pertaining to Trash

Resolved: Do not use brown grocery bags. All trash is to be placed inside the dumpsters for condominiums and TDI's shall not place trash outside your patio walls except on garbage pick up days.

Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Updated 08/13/19
Reviewed 01/08/20

Filed in Minute Book Page 1978
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on July 25, 1976

Resolution pertaining to Motorized Vehicles

Resolved: No unauthorized motorized vehicles allowed on the pathways.

Reviewed 7/1/01
Updated 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1976
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on October 24, 1989

Resolution pertaining to Parking and Storage of vehicles

Resolved:

- A) Vehicles shall be parked between yellow lines so as not to occupy more than one parking space or to overhang sidewalks or grass.
- B) Parking in fire lanes, marked front entrance lanes, circle entries or along streets is prohibited.
- C) No parking is allowed by fire hydrants, mailboxes, around dumpster sheds, in front of sidewalks or on common areas.
- D) Numbered spaces are reserved for the use of the unit occupant only.
- E) Repair of vehicles in the parking lots is prohibited except for emergency repair as may be necessary to enable removal of a vehicle. In effecting such emergency repairs, no vehicle placed on jacks or blocks may be left unattended.
- F) Noisy vehicles shall not be permitted on the premises.
- G) Colony West will not allow storage of recreational vehicles, boats, or miscellaneous vehicles on property, nor autos.
- H) Any vehicles with expired license plates or unlicensed vehicles will not be allowed.
- I) Any vehicles using a guest spot should not remain in the same spot for a period longer than three (3) days without movement.
- J) Vehicles with any fluids leaking shall be towed after a warning.
- K) Personal vehicles may occupy personal parking spaces for as long as they are legal and in working condition.

- L) Vehicles in violation of parking regulations regarding guest spaces: 1) vehicle will be tagged. 2) Occupant has a minimum of 72 hours to comply, 3) If a vehicle is towed, it will be at the owner's expense.
- M) Vehicles in violation of parking in other occupants' assigned space can be towed immediately.

Motion passed unanimously.

Updated 6/26/2001
Reviewed 7/1/01
Updated 04/08/03
Amended 1/08/20
Reviewed 1/08/20

Filed in Minute Book Page 1990
attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on August 28, 1978

Resolution pertaining to Signs/Parking

Resolved: Signs to be made and posted at the entrance to private parking off of our main city streets to enable Colony West to legally have the right to ticket and tow any vehicles in violation. Signs are to match the Colony West décor. The numbering system for the condominiums is to be incorporated in these signs.

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1978
Attested by _____
Secretary

COLONY WEST HOMEOWNERS ASSOCIATION

POLICY AND PROCEDURE RESOLUTION

Policy of Colony West Homeowners Association located at #31 Colony West Drive, Champaign, Illinois 61820.

Adopted by the Colony West Homeowners Association Board of Directors on May 28, 1991

Resolution pertaining to Vehicle Regulations

Resolved: No automobiles, moving vans, motorcycles, motorbikes, snowmobiles, or delivery trucks shall be parked, driven across or driven onto common areas. Any damage or related expenses resulting from the violation of this regulation shall be at the direct expense of the unit owner, resident or resident guest.

Motion Passed Unanimously

Updated 6/26/2001
Reviewed 7/1/01
Reviewed 04/08/03
Reviewed 01/08/20

Filed in Minute Book Page 1991
Attested by _____
Secretary

Colony West Homeowners Association Policy and Procedure Resolutions

Policy of Colony West Homeowners Association located at 31
Colony West Dr., Champaign, IL 61820

Adopted by the Colony West Homeowners Association on August
24, 1993

Resolution pertaining to Vehicle Regulation Amendments

Allowable vehicles are 4 axle cars and light trucks.

An allowable vehicle using a guest spot cannot remain in the same spot for a
period longer than 3 days.

No recreational or work vehicles such as but not limited to boats, campers,
trailers, mobile homes, snowmobiles, etc. are allowed to be parked on property at
any time, without prior consent from the HOA Board and Managers.

Moving trucks, trailers, pods, etc. are only allowed on the property for a period of
5 days. Approval beyond this maximum must be obtained from HOA
Management and shall not exceed a maximum of 7 days.

Vehicles in violation of this policy will be towed at the owner's expense.

Updated: 07/14/2023

Secretary

Resolution H-5