

RUTH LAKE WOODS CONDOMINIUM ASSOCIATION

RULES AND REGULATIONS

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INTRODUCTION

The following Rules and Regulations are promulgated by the Board pursuant to the authority granted to it in the Declaration and By-Laws. Each Unit Owner is encouraged to become familiar with the Declaration and By-Laws for Ruth Lake Woods Condominium Association. (The Declaration runs from page 1 through page 29 and the By-Laws are contained on page 29 through 56 of the recorded Declaration received by you from the Developer.)

DEFINITIONS

PROPERTY means all land, property and space comprising Ruth Lake Woods, all improvements and structures erected, constructed or contained therein or thereon, including without limitations the Buildings and all easements, right and appurtenances belonging thereto, and all fixtures and equipment intended for the mutual use, benefit or enjoyment of the Unit Owners, submitted to the provisions of the Condominium Property Act of the State of Illinois ("Act").

UNIT means a part of the Property, designed or intended for any type of independent use. Each Unit shall consist of the space enclosed and bounded by the horizontal and vertical planes constituting the boundaries of such Unit, provided, however, that no structural components of a Building and no pipes, wires, conduits, ducts, flues, shafts, or public utility lines situated within a Unit and forming a part of any system serving one or more other Units or the Common Elements shall be deemed to be part of said Unit.

UNIT OWNER means the Person or Persons whose estates or interest individually or collectively, aggregate fee simple absolute ownership of a Unit.

COMMON ELEMENT means all portions of the Property except the Units, including the Limited Common Elements.

LIMITED COMMON ELEMENTS means a portion of the Common Elements designed to serve, or reserved for the benefit of, or, to the extent permitted by law, established by the By-Laws or rules and regulations of the Board as reserved for the benefit of, a single Unit or adjoining Units. The Limited Common Elements include, without limitation, all Limited Common Elements (as defined in Section 3.03 of the Declaration) and all patios and decks including related fencing) installed by Developer, walkways and driveways serving individual Units and such portions of the perimeter walls, ceilings, doors and windows and all associated fixtures and structures therein, as lie outside the Unit boundaries. To the extent permitted by law, the Board may, by rules and regulations from time to time designate other portions of the Common Elements as Limited Common Element appurtenant to a Unit Ownership or Unit Ownerships as may serve exclusively a single Unit or group of contiguous Units, or all of Common Elements may be transferred between Unit Owners subject to limitations and restrictions imposed by the Act, the By-Laws and rules and regulations of the Board.

3.03 LIMITED COMMON ELEMENTS. The roofs, balconies, patios, exterior walls and other structural components of each Building, and the driveways and other exterior facilities in the Common Elements designed to serve only the occupants of a single Building shall be Limited Common Elements appurtenant and assigned to the Unit Ownership in that Building. At the discretion of the Board, the cost of maintenance repairs, replacements, alterations or additions and improvements of the Building Limited Common Elements servicing and benefiting a single Building may be assessed in whole or in part to the Owners of Units in that Building and the Board may require such Unit Owners to arrange for and pay the cost of such maintenance, repairs and replacements in the manner provided for in Section 3.04 of this Declaration. If the Board elects to assess all of the Unit Owners in a Building pursuant to this Section 3.03, each Unit Owner shall be deemed benefited by such Limited Common Elements, and such assessment shall be pro-rated to such Unit Owner, in the proportion which his percentage interest in the Common Elements bears to the aggregate interest appurtenant to all of the Units in such Building.

RUTH LAKE WOODS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS

ASSESSMENTS AND ASSESSMENT COLLECTIONS

1. Assessments are due on the first day of each month. All payments are to be made directly to the Association's Board of Directors or as the Board may direct and shall be made payable to the Association. All payment questions are to be directed to the Board of Directors or the Board's agent as the Board may direct.
2. An administrative charge of Fifty Dollars (\$50.00) will be charged to any account on which the full assessment due has not been received on or before the tenth day of the month in which due.
3. Any and all charges including administrative or bank charges incurred by Association as a result of checks returned for any reason, plus an administrative charge of Twenty-Five Dollars (\$25.00) will be charged to and be the responsibility of the Owner.
4. Any account on which any amount due the Association, including any administrative charge has not been paid within forty-five (45) days of the date of which originally due shall be turned over to an attorney to commence legal and/or collection proceedings. At that time, the entire account balance shall be turned over, including any amounts which are currently due. When an account is referred to the attorney for collection, there will be an initial charge, established by the attorney, of Fifty Dollars (\$50.00) to One Hundred Dollars (\$100.00) for accepting the matter and for sending a Notice and Demand Letter if an eviction process is utilized. Any Ownership search and confirmation charges shall all be charged to the Owner. These amounts will be added to the assessment amount due and will be included in the Notice and Demand Letter.
5. The Board and its attorney may collect, evict, foreclose or take any or all actions available against a delinquent Owner from among those offered by statute, the Declaration or the By-Laws.
 - A. Any and all costs incurred in dealing with and researching accountings for or collecting delinquent assessments from the responsible Owner shall be charged to and shall be paid by the responsible delinquent Owner. This includes, but is not limited to, all attorney's fees, tract book search costs, lien filing fees, skip tracer fees and any other costs or expenses incurred by the Association with respect to contacting and/or consulting with such attorney, whether the contact is between the Association and attorney, the Owner and attorney or an Owner representative (attorney) and the attorney; whether by telephone or written correspondence, court costs, etc., and any and all management consultation or other cost. All costs will be billed to and paid by the Owner.

- B. The Association shall attempt to collect all costs identified in Paragraph 5(a) as a part of the particular collection action initiated by the Association and/or the attorney. However, it is possible that the Association may collect less than all amounts billed and due, or that additional costs and expenses will be billed and/or incurred after payment, either as a result of the Owner's actions or otherwise. The delinquent Owner is fully responsible for all such additional costs and expenses which shall be billed to the Owner's account and shall thereafter be payable in the same manner as other assessments or expenses. If such amount is not paid, additional late fees and charges will be incurred by the Owner as a result of that delinquency. Furthermore, the Association may pursue recovery of these amounts, if delinquent, in the same fashion as all other delinquencies.
- C. All management costs incurred by the Association as a result of collection activity or proceedings shall be assessed to the Owner's account and must be paid by the Owner in addition to the other fees and costs identified above.
6. Any further separate or special assessments for damage to the Common Area or for repairs chargeable to a specific Owner or any non-recurring common expenses are also subject to these Rules and Regulations.

UNIT SALES & LEASING

- A. The Association has and retains a first right of refusal with regard to all sales and other alienation of Units. The Association has and retains a right of approval or disapproval of all leases. Amended Article XII of the Declaration sets forth the procedures and notice requirements for sale and/or rental of Units. These procedures will be strictly adhered to and are incorporated herein in their entirety. Any failure to comply with procedures by a Unit Owner or Tenant will result in a non-authorized sale or rental which may be set aside at the discretion of the Board.
- B. A sale or lease which does not meet or comply with the Declaration, By-Laws, Condominium Property Act, or ordinances, will not be considered or accepted. The Association will not be required to exercise its first right of refusal with regard to any sales which do not meet or comply with the noted prerequisites. The Association will not be required to determine approval or denial with regard to any lease which does not meet or comply with the noted prerequisites.
- C. Each contract for sale or lease of a Unit shall be conditioned upon compliance with all requirements set forth in paragraph 4, the Association securing in a timely fashion all documentation and the Association waiving its first refusal right or determining approval or disapproval.
- D. At least thirty (30) days prior to any sale, lease, or sublease of a Unit, and at least thirty (30) days prior to a change in occupancy of the Unit, the Owner must complete and submit the following documents to the Association:
- 1) A notice of intent to sell, lease or sublease the Condominium Unit
 - 2) Sales contract (if sale)
 - 3) Lease with approved Rider
 - 4) Resident/Tenant/Lessee Information Sheet/Questionnaire
 - 5) A non-refundable processing fee for each sale or lease in an amount to be determined by the Board (certified check or money order)
 - 6) Waiver certificate fee of \$10.00 (sale)
 - 7) Credit report from a local Credit Bureau Agency. Unit Owner to pay the fee.
- E. In the event that the documents described in the preceding paragraphs are not completed and delivered on or before the dates provided herein, the purchaser, Tenant or occupant shall not be permitted to move into the Unit, may not use any Association property or parking facility for any purpose, and shall not be issued letters exercising or waiving the Association's first refusal right or approval of the lease.

- F. When requested in writing by a Unit Owner or his agent, the Association or its agent shall provide within ten (10) days a statement of the status of the Unit Owner's assessment account showing any monthly or special assessment due or stating the account is currently paid in full if such is the case. The Association may charge a reasonable fee for this service. The Association requires that a new owner questionnaire be completed by the prospective Owner before a letter showing the status of the Unit's assessments is issued.
- G. An administrative charge of One Hundred Dollars (\$100.00) shall be assessed for each violation of these rules. Additionally, the Association may proceed with any other remedies available including a forced sale of the Unit and termination of any purchaser, Tenant or occupant usage. All costs and expenses associated with securing the necessary documentation after a violation of these rules shall be charged to and become the responsibility of the Unit Owner and shall be considered additional common expenses.

GARAGE LEASING

Leasing of garages is permitted only to persons who are Unit Owners. Any such lease shall terminate when the lessee thereof ceases to be a Unit Owner.

HOUSE AND GARAGE SALES

No industry, trade, business or profession of any kind shall be permitted in the Units or Common Elements. The sale of personal property of the type known as a "house sale" or "garage sale" is prohibited without the prior written approval of the Board. The Board may approve such sales only after thirty (30) days prior written notice and only if one of the following circumstances exists:

1. Death of a Unit Owner;
2. Job transfer of a Unit Owner; or
3. Sale of a Unit by a Unit Owner.

Only one such sale will be permitted in each calendar quarter.

SIGNAGE

- A. No sign, signal, illumination, advertisement, notice or any other letterings or equipment shall be exhibited, painted, affixed or exposed on or in any window or any part of the outside of any Buildings, without the prior written consent of the Board.
- B. No "For Sale" or "For Rent" signs are to be placed in Unit windows or any place on Property. "Open House" signs may be displayed in front of Unit on day of Open House, but must be removed prior to sunset of same day.

GARAGE STORAGE

Storing of combustible, toxic and flammable materials in garages is prohibited.

GARBAGE AND TRASH

- A. Each Unit Owner may have no more than two garbage cans.
- B. Cans shall be placed at end of driveway for collection after 6:00 p.m., the night prior to scheduled pickup, and must be removed the next morning before 9:00 a.m. If pickup does not occur for any reason by 6:00 p.m. of the designated pickup day, all garbage must be returned to the garages.
- C. Pickup days are Monday and Thursday.
- D. No burning of trash or leaves is permitted.
- E. All garbage and/or garbage cans must be stored inside garages at all times except pickup days. No garbage may be stored or kept in any area for more than one (1) week.

VEHICLES AND PARKING

- A. A speed limit of 15 miles per hour shall be adhered to by all Unit Owners and guests.

- B. Washing of cars is restricted to the hours between 8:00 a.m. and 8:00 p.m.

Since storm water flows into the Godair pond, the use of a biodegradable cleaner when washing your car is required.

- C. No parking is allowed on either side of Godair Drive between Madison Street and Ruth Lake Court.

- D. No parking is allowed in roadways which will block a driveway, a fire hydrant or a mailbox.

Parking of trucks, vans, boats or recreational vehicles is not allowed for more than two overnight periods without prior approval of the Board of Directors. "Trucks" for purposes of this section shall be defined as all types and styles of open bed or pickup type or similar trucks (whether the bed area is covered or not) including, but not limited to, light trucks and regardless of whether the truck constitutes a "commercial vehicle" as defined in Article III, Section 3.06. "Van" for the purposes of this section shall be defined as any type or style of full size van or mini van that is without fixed passenger seating and windows in the rear passenger area or not utilized for conventional passenger transportation. Vans shall include, but not be limited to, recreational vehicles, campers or similar type vehicles where a kitchen or sleeping area is part of the interior area.

- E. Parking in cul-de-sacs shall be counterclockwise.
- F. Regular use by Unit Owners of guest parking spaces is prohibited. Residents' cars shall be parked only in their garages or on their driveways.
- G. No vehicle shall be parked on the streets between the hours of 2:00 a.m. and 6:00 a.m. except for emergency vehicles.
- H. No parking is allowed on streets during a snow storm until after the streets are cleared.

OUTDOOR DECORATIONS

- A. Christmas decorations are to be removed by January 10th.
- B. Flood lights on Units or landscaping are allowed only during the Christmas holidays and must be removed by January 10th.
- C. DECORATIONS AT FRONT ENTRYWAYS AND ON PATIOS AND DECKS SUCH AS PLANTS, PLANTERS, AND OTHER DECORATIVE OBJECTS ARE RESTRICTED IN HEIGHT TO 48 INCHES. DECORATIVE OBJECTS CAN ONLY BE PLACED ON FRONT ENTRYWAY STEPS, PATIOS OR DECKS.

NO DECORATIONS OF ANY KIND ARE ALLOWED ELSEWHERE IN THE COMMON ELEMENTS OR LIMITED COMMON ELEMENTS (I.E. LAWNS, FLOWER BEDS, ETC.) WITHOUT THE PRIOR WRITTEN CONSENT OF THE BOARD OF DIRECTORS.

- D. Flag poles are not allowed. Flags may be displayed from holders attached to the Building during appropriate national holidays.

EXTERIOR UNIT ALTERATIONS OR ADDITIONS

- A. Architectural controls are established for the purpose of creating a residential community in which each home is in conformity with the others in regard to architectural style, building materials and color scheme.
- B. No exterior building changes or additions shall be made to any Unit until the construction plans and specifications shall have been submitted to the Board of Directors in writing for approval. Said plans and specifications shall show the nature, kind, shape, height, materials, color scheme, location on the homesite and approximate cost of such building change or addition. Said plans shall be drawn by an architect licensed in the State of Illinois.
- C. No building changes or additions shall be made which would make the distance between the Unit being changed and another Unit less than any distance now existing between any two Units.

- D. Owners and/or their Contractors must obtain all needed permits and licenses, and shall arrange for inspection by proper authorities, such as but not limited to the DuPage County authority. Before a Contractor begins work for a Unit Owner, the Owner must obtain from his or her Contractor a Certificate of Insurance, naming the Condominium Association as an additional insured for liability and property damage in amounts sufficient to satisfy the Association, a copy of which shall promptly be provided to the Management Company before work begins. The Contractor shall submit to the Association copies of all necessary permits and licenses and shall also submit evidence of workmen's compensation insurance before any work begins. Association maintains the right to terminate any work if there is not compliance with all the rules and regulations.
- E. The Unit Owner is responsible for damage to any Common Elements or any other Unit or Units as the direct and/or indirect result of work performed by or for that Owner.
- F. Removal of construction debris daily from the Condominium premises is the responsibility of the Unit Owner where such debris is created. If extra cleaning of the Common Areas and/or additional scavenger expenses are necessitated, the Unit Owner will be charged for such additional expenses. The work area shall be left clean and neat during construction so that other Unit Owners will be inconvenienced as little as possible.
- G. Noise-producing activities, such as construction, are permitted on weekdays only between 8:00 a.m. and 5:00 p.m. and on Saturdays only between 10:00 a.m. and 5:00 p.m. When construction is involved, the Management Company shall be so notified not less than 48 hours in advance.
- H. Parking areas and regulations for workers will be specified by the Board of Directors before any project is started.

EXTERIOR LIGHTING

- A. All front and rear porch lights shall be flood lights of _____ watts.
- B. All garage lights shall be _____.
- C. All lamp post lights shall be _____.

PATIOS AND DECKS

- A. All barbecues on patios or decks shall be stored inconspicuously.
- B. Bags of barbecue coal, and lighter fluid shall not be stored on patios and decks.
- C. Patio or deck lights must be extinguished after 11:00 p.m.

- D. Only patio or deck furniture and barbecues may remain on patios or decks throughout the winter. Furniture must be left uncovered.
- E. No laundry drying equipment or clotheslines shall be erected or used outdoors, whether attached to the Building or otherwise. No garments, towels, rugs, etc., shall be hung over the side of the decks or on patios to dry.
- F. When entertaining on patios or decks, the Unit Owner is responsible for limiting noise and activity as not to create a disturbance or nuisance.
- G. Patios or decks may not be used as a dog run or a pen for any pets.

NOISE

- A. No Unit Owner shall permit any noise from Unit to disturb other Unit Owners. The volume of all radios, television, and other noise producing items shall be kept at a minimum and lowered between 10:00 p.m. and 9:00 a.m. The above also applies to noise due to entertaining on patios and decks.
- B. Wind chimes are prohibited.

PETS

- A. Dogs, when they are outside, must be secured on a leash held by a responsible adult. Dogs may not be left tied outside without supervision for more than thirty (30) minutes. Dogs are not to be left outside overnight. These restrictions apply to patios, decks and all other Common Elements and Limited Common Elements.
- B. Pet owners must carry "pooper scoopers" and must immediately remove waste material left by pets.
- C. Cats are not allowed to roam the grounds at any time.
- D. Pets shall be controlled so as not to create a disturbance, nuisance or problem for any Unit Owner.
- E. Any damage to property or landscaping by any pet is the responsibility of the pet owner.

VIOLATION REPORTING

Unit Owners are asked to report violations of any rules and regulations to the management company.

GENERAL

- A. No Unit Owners shall do or permit to be done, whether in his own Unit or on the Common Elements or Limited Common Elements and streets in the development, anything that will disturb or annoy the occupants of any of the dwellings in the Property or do or permit to be done anything which will constitute a hazard or endanger or damage the person or property of other Unit Owners or otherwise interfere with the rights, comfort or convenience of other Unit Owners in the peaceful use and enjoyment of a Unit Owner's Unit or the grounds surrounding the same.
- B. All Unit Owners shall be deemed directly responsible for the activities of his or her immediate family including children and pets and for the activities of his or her guests, employees, servants and visitors while on the Property.
- C. All Unit Owners shall keep his or her Unit in a state of preservation and cleanliness and shall not sweep or throw or permit to be swept or thrown therefrom, or from the doors or windows thereof, any dirt or other substance. No Unit Owner shall permit his or her Unit or any part thereof including the patio or deck area to fall into a state of disrepair or lack of maintenance or caretaking of grounds creating an unsightly or offensive condition.
- D. Garden hoses shall be recoiled neatly following use. Hoses shall be disconnected and stored inside during the winter months.
- E. Containers with dead foliage shall be removed from porches, driveways, patios and decks during the winter months.
- F. FLOWERS MAY BE PLANTED BY UNIT OWNERS ONLY IN BEDS IMMEDIATELY ADJACENT TO THEIR UNITS OR PATIOS (ONLY THOSE BEDS WHICH ABUT A UNIT OR PATIO) AND ARE TO BE MAINTAINED BY THE UNIT OWNERS. BEDS ARE TO BE CLEARED AND/OR CUT BACK PRIOR TO NOVEMBER 1. ALL OTHER LANDSCAPING, PLANTING AND GROUND MAINTENANCE IS PROHIBITED AND WILL BE DONE SOLELY AT THE DIRECTION AND UNDER THE CONTROL OF THE BOARD.
- G. Common Element areas may not be used as play, picnic, or sunbathing areas.
- H. No personal property is to be left or stored by any Unit Owner in a Common Element or Limited Common Elements.
- I. The Board of Directors reserves the right to approve or disapprove any items visible from Common Elements or Limited Common Elements which are placed on or over decks or patios.
- J. There shall be no solicitation on the Property unless authorized by the Board of Directors.

INSURANCE

- A. Owners shall be individually responsible for insuring their personal property in their respective Units, and their personal property stored elsewhere on the property. If a Unit is rented, the Owner continues to be responsible for insuring the Unit fixtures, appliances, equipment, contents, decorating and all other items not covered by the Association insurance provisions so the Unit Owner must maintain insurance. Additionally, the tenant should be required to maintain insurance on its own personal property. OWNERS SHALL PROVIDE THE ASSOCIATION WITH A COPY OF THEIR INSURANCE POLICY OR CERTIFICATE OF INSURANCE, CONFIRMING THAT THE UNIT FIXTURES, APPLIANCES AND ALL PERSONAL PROPERTY ARE FULLY INSURED AGAINST LOSS.
- B. Nothing shall be done or kept in any Unit, Building garage, or Common Elements which would increase the rate of insurance on the Building or the contents thereof, and nothing shall be done therein other than those anticipated activities applicable for its intended use, without prior written consent of the Board.
- C. Owners shall not permit anything to be done or kept in their respective Units or in the Common Elements which would result in the cancellation of insurance on the Building or its contents, or which would be in violation of any law.

RULES AND REGULATIONS REGARDING ENFORCEMENT POLICIES

- 1. If a Unit Owner violates or is otherwise liable for a violation of any of the provisions of the Declaration, By-Laws and/or rules and regulations of the Association, the following shall occur:
 - A. Upon a first violation by an Owner or occupant, the Unit Owner shall be notified by the Managing Agent or the appropriate authorized personnel of the Association. The notification shall be in a manner prescribed by the Board and substantially in the form attached as Exhibit "A". The Unit Owner shall pay an amount specified for the violation or, if no amount is specified, Twenty Dollars (\$20.00) for the time, costs and expenses of this notification, following the opportunity for a hearing as set forth in paragraph 4 below.
 - B. Upon a second or continuous violation involving the same action or prohibited activity by a Unit Owner or occupant, the Unit Owner shall be notified of the violation, in a manner prescribed by the Board, by the Managing Agent or the appropriate authorized personnel of the Association and, if the Board so elects, by the Association's attorney. The Unit Owner shall pay the amount specified for each violation up to a maximum of One Hundred Dollars (\$100.00) or, if no amount is specified, Fifty Dollars (\$50.00) for the time, costs and expense of this notification, following an opportunity for a hearing as set forth in paragraph 4 below. In addition, the Unit Owner shall also pay the costs of any legal fees incurred by the Association as charged to the Association by the attorney.

- C. Upon further or continuing violations by a Unit Owner, the matter will be forwarded to the Association's attorney for appropriate legal action. All attorneys' fees and costs incurred will be charged back to the Unit Owner's account.
 - D. Notification may also contain such demands as are necessary to protect the interests of the Association in accordance with the provisions of the Condominium Property Act, the Declaration and By-Laws and/or rules and regulations of the Association.
- 2. Any Unit Owner charged hereunder shall pay all charges assessed within thirty (30) days of notification that such charges are due. Failure to make the payment at this time shall subject the Unit Owner to all of the legal or equitable remedies necessary for the collection of same.
 - 3. The remedies hereunder are not exclusive and the Board may, in addition, take any action provided for in the Declaration and By-Laws to prevent or eliminate violations thereof or of the rules and regulations of the Association.
 - 4. If any Unit Owner feels that he has been wrongfully or unjustly charged with a violation hereunder, the Unit Owner may proceed as follows:
 - A. Within ten (10) days after the Unit Owner has been notified according to paragraphs 1(a) or 1(b) of this section, the Unit Owner shall submit in writing a protest to the Board stating the reasons the Unit Owner feels he has not committed a violation.
 - B. A hearing on the violations shall be held at the next regularly scheduled Board meeting of the Association. The time, date and place of said meeting shall be stated in the Notice(s) of Violation.
 - C. At the hearing, the Board shall have the authority, at its discretion, to continue the hearing without further notice, either at the request of the Owner or upon the Board's own motion.
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- D. Should no protest be filed or if the Owner fails to attend the hearing, the allegations in the Notice of Violation may be, at the Board's discretion, taken as if confessed.
 - E. Should a protest be filed or if the Owner attends the hearing, the Board shall hear and consider arguments, evidence or statements regarding the alleged violation.
 - F. At the hearing, an Owner may be represented by an attorney. However, if an attorney appears on behalf of the Owner, the Board may continue the hearing until the Association's attorney has been consulted or is present.

- G. After a full hearing, the Board shall state its determination regarding the alleged violation. The decision of the Board shall be final and binding on the Unit Owner. Notification of the Board's determination shall be made substantially in the form attached as Exhibit "B".
 - H. Payment of charges made under this policy shall not become due and owing until the Board has completed its determination. However, other legal or equitable remedies may be pursued by the Association during this time.
5. Time is of the essence of this policy. Notices are deemed made when deposited in the United States mail, postage prepaid, to the Unit Owner at the Unit address, or to such other address as the Unit Owner may have previously filed with the Board.

MAINTENANCE

- A. The association shall be responsible for the following maintenance on the front wooden doors and the wooden decks:
 - 1) Front Doors - The association will continue to maintain the doors in accordance with the Board approved maintenance cycle. The cost for the maintenance on each door shall be charged back to the owner(s) of that unit. The owner(s) will only be charged for the work done on their door.
 - 2) Decks - The association will continue to paint the decks in accordance with the Board approved maintenance cycle. The cost for each deck shall be charged back to the owner(s) of that unit. The owner(s) will only be charged for the work done on their deck.
- B. The owner shall be responsible for the following maintenance on the front wooden doors and the wooden decks:
 - 1) Front Doors - The owner shall be responsible for the replacement of any broken and/or damaged glass on the door or sidelight, the repairs and/or replacement of any hardware and the replacement of the door itself.
 - 2) Decks - The owner shall be responsible for the replacement of any rotted or damaged wood.

RUTH LAKE WOODS CONDOMINIUM ASSOCIATION

TO: _____

DATE: _____

NOTICE OF VIOLATION

RE: VIOLATION OF DECLARATION, BY-LAWS OR RULES AND REGULATIONS

You are hereby notified, as the Owner of _____, that you are charged with the following violations of the Association's Declaration, By-Laws or Rules and Regulations. The actions complained of occurred on or about _____, _____ and are described as follows:

The Association is governed by its Declaration, By-Laws and various Rules and Regulations. Please note that you must take the actions outlined in the Rules Enforcement policies, if you deem the charges unjustified. The Association will hold a hearing on the above allegations, in accordance with the Enforcement Policies, on the _____ day of _____, _____, at _____ O'clock ____M. at the following address:

You may attend and participate if you choose. SHOULD YOU FAIL TO PROTEST AND/OR APPEAR FOR THE HEARING, COSTS AND EXPENSES OF \$_____, PLUS ACTUAL COSTS FOR ANY REPAIR OR DAMAGES, IF ANY, MAY AUTOMATICALLY BE ASSESSED AND ADDED TO YOUR MONTHLY ASSESSMENT.

Very truly yours,

RUTH LAKE WOODS CONDOMINIUM
ASSOCIATION

BY: _____

TITLE: _____

ADDRESS: _____

EXHIBIT "A"

RUTH LAKE WOODS CONDOMINIUM ASSOCIATION

TO: _____

DATE: _____

NOTICE OF DETERMINATION BY THE BOARD

On the _____ day of _____, _____ you were notified of violation of the Declaration, By-Laws or Rules and Regulations of the Association.

Pursuant to the Association Rules, a hearing was held regarding the above-noted complaint. The Board of Directors, after considering the complaint, has taken the following action(s):

- () The Board has determined that a violation of the Association's Declaration, By-Laws or Rules and Regulations has occurred. Accordingly, costs and expenses of _____ (\$ _____) have been assessed against your Unit.
- () The Board has determined that a second or subsequent violation has occurred. We have also elected to (waive/exercise) our right to instruct our attorney to inform you that legal proceedings will be instituted if further violations occur.
- () As a result of subsequent violations, legal fees in the amount of \$ _____ have been incurred by the Association, and pursuant to provisions in the Declaration, these expenses have been assessed against your Unit.
- () The cost, as determined by the Board, for repair of damage to Common Elements is \$ _____.
- () The Board has determined that no offense has been committed.

Very truly yours,

RUTH LAKE WOODS CONDOMINIUM
ASSOCIATION

BY: _____

TITLE: _____

ADDRESS: _____

EXHIBIT "B"

RUTH LAKE WOODS CONDOMINIUM ASSOCIATION
SATELLITE DISH INSTALLATION
POLICIES AND PROCEDURES

1. Homeowners wishing to install a satellite dish, must notify the Ruth Lake Woods Condominium Association Board 14 days prior to the desired date of installation. Failure to comply with the requirement, will allow, but not require, the Association to take any legal action available to it to correct the violation including, but not limited to, removing the satellite dish and imposing a fine.
2. The enclosed Waiver of Liability must be signed by the appropriate parties, received in the management company's office and our office 7 days prior to the desired date of installation. Failure to comply with the requirement, will allow, but not require, the Association to take any legal action available to it to correct the violation including, but not limited to, removing the satellite dish and imposing a fine.
3. The Owner will be responsible for the maintenance of the dish. Failure to complete appropriate maintenance will allow the Association to complete the repairs and/or remove the dish and charge such costs back to the defaulting owner.
4. Satellite dishes may only be mounted on the chimney. **IF FOR ANY REASON, YOU CANNOT MOUNT THE SATELLITE DISH DIRECTLY ONTO THE CHIMNEY, YOU MUST NOTIFY THE MANAGEMENT COMPANY OF SUCH AT THE TIME OF SUBMITTING THE WAIVER, SETTING FORTH THE REASONS WHY AND, BEFORE INSTALLING THE UNIT, RECEIVE AUTHORIZATION TO DO SO.** Satellite dishes **MUST** be properly grounded. The installation of a dish on the roof (flat portion or mansard) is strictly prohibited.
5. A copy of the Certificate of Insurance of the contractor installing the dish must be supplied to the Association 7 days prior to the desired date of installation. Both the Association and the Homeowner must be listed as additional insureds.

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Satellite Dish Installation Policies & Procedures

6. The Association reserves the right to inspect the installation and maintenance of the satellite dish and may require additional work to be done to ensure that the building remains water tight.
7. Satellite dishes to be installed must be 18" or smaller and must match the color of the building as closely as possible. Failure to comply with this requirement will allow, but not require, the Association to take any legal action available to it to correct the violation including, but not limited to, removing the satellite dish and imposing a fine.
8. All exposed wires shall be encase in wire molding which matches the color of the building and will be installed with the least disturbance to the exterior of the building. Should any damage and/or repairs be necessary due to the installation, maintenance and/or removal of the satellite dish, these costs will be paid for by the Homeowner.

RUTH LAKE WOODS CONDOMINIUM ASSOCIATION
SATELLITE DISH
WAIVER OF LIABILITY

I/We, _____ of _____, Hinsdale, Illinois 60521, do hereby notify all interested parties, present and future, that the Ruth Lake Woods Condominium Association is not to be held responsible for any damages caused by or any claims originating due to the installation, maintenance and removal of a satellite dish located at the above address and will indemnify the Ruth Lake Woods Condominium Association from any and all injuries and damages caused by the installation, maintenance and repair of the satellite dish and will defend said Condominium Association for any claim or lawsuit.

I/We understand that all maintenance caused by said installation will be the sole responsibility of the Homeowner, including the removal of the satellite dish upon vacating said property.

I/We further state that, upon removal of the satellite dish, all necessary repairs due to the installation, maintenance and removal of the satellite dish will be made before vacating the premises and agree that if the satellite dish is removed and such repairs are not made, will be held liable for any and all expenses associated with the Association making said necessary repairs.

I/We hereby state that the Association will not be held liable for any damages to the dish and its associated hardware during the repair or maintenance of the Property.

Dated this _____ day of _____, 199___.

Signature of Homeowner

Printed Name

Address of Satellite Location

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**RUTH LAKE WOODS CONDOMINIUM ASSOCIATION
MAINTENANCE RESPONSIBILITY SUMMARY**

	<u>Association</u>	<u>Homeowner</u>
Garage Door (Maintenance)	X	
Garage Door (Replacement)		X
Garage Door Hardware		X
Garage Door Opener		X
Sewer Line at Foundation & Out	X	
Foundations	X	
Walks/Stoops	X	
Roofs	X	
Chimneys (ext.)	X	
Gutters/Downspouts	X	
Concrete Patio (original)	X	
Sump Pump		X
Ext. Sump Pump Line	X	
Exterminating (raccoons/squirrels)	X	
Exterminating (ants/int. rodents)		X
Glass Replacement		X
Exterior Lighting	X	
Exterior Caulking	X	
Doorbells		X
Storm Doors		X
Wooden Front Doors (Maintenance)		X
Wooden Front Doors (Replacement)		X
Decks		X
Interior Repairs		X
Landscaping	X	