

RESOLUTIONS

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-1

**(Policies and Procedures Relative
to Use and Reservation of the Community Room)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish orderly procedures for the reservation and use of the Association Community Room.

NOW, THEREFORE, BE IT RESOLVED THAT the following policies and procedures relative to the use and reservation of the Community Room are adopted.

1. The Community Room may be used at no charge to conduct business on behalf of the Condominium by any group or committee approved by the Board of Directors or Management Agent.
2. Reservations for use of the Community Room must be made through the management office at least 5 days in advance and reservations shall be granted on a first come, first served basis.
3. The Community Center Agreement must be signed by the responsible representative of the group or committee reserving the Community Center who is also a resident or a member of the Condominium Unit Owners Association.
4. The resident who reserves the room must be present for the duration of the function for which it is reserved.
5. The resident and not the Association or Management Agent is responsible for the actions of the reserver's guests, either within or outside of the Chateaux Complex.
6. The resident who reserves the room must supervise the activities of the caterer or other parties involved in the activity, letting them in on arrival and overseeing removal of equipment and debris. Caterers must remove their equipment and debris as soon as possible after the function.
7. The Community Room must be vacated by 11:00 p.m. Sunday through Thursday, or by midnight on Friday and Saturday. Music and noise must be held to a level which will not disturb neighboring residents.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

**POLICY RESOLUTION NO. 95-2
(Policies and Procedures Relative to
the Use and Storage of Cooking Devices)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish guidelines for the use and storage of cooking devices.

WHEREAS, Fairfax County Code §62-2-6, F-315.1 prohibits the use of charcoal cookers, braziers, hibachis, grills or any other cooking devices powered by flammable liquids or gas on balconies within a multi-family structure;

WHEREAS, Paragraph 7 of the Association's Rules and Regulations prohibits the keeping of inflammable materials or items that could increase the rate of insurance for the condominium in the unit or on the common areas;

WHEREAS, the Board has received numerous complaints from unit owners that some residents regularly use and store cooking devices on balconies;

WHEREAS, the Board has determined that it cannot always rely upon County officials to regularly inspect the property to enforce the Fairfax County Code;

WHEREAS, the Board has determined that the Association should have its own independent means of regulating a hazard to the well-being of residents and the property.

NOW, THEREFORE, BE IT RESOLVED THAT the following policy shall be adopted:

The use and storage of flammable materials, charcoal cookers, braziers, hibachis, grills or any other cooking devices powered by any flammable liquid, charcoal or gas on a balcony or within 15 feet of any building within the Condominium is prohibited.

The effective date of this Resolution shall be 10/1/95, 1995.

This Resolution was duly adopted by the Board of Directors
this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT
OWNERS ASSOCIATION

By: J. Shockley

Jackson C. Shockley, President

95-2, cooking.rsl

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995

Motion by: Michael Pawatoski Seconded by: Les Wilkon

	VOTE:			
	YES	NO	ABSTAIN	ABSENT
<u>[Signature]</u> President	✓	_____	_____	_____
<u>[Signature]</u> Vice President	✓	_____	_____	_____
<u>[Signature]</u> Treasurer	✓	_____	_____	_____
<u>[Signature]</u> Secretary	✓	_____	_____	_____
<u>[Signature]</u> Director	✓	_____	_____	_____

ATTEST:

[Signature] 8-24-95
Secretary Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-3

**(Policies and Procedures Relative to the Collection
of Routine and Delinquent Assessments)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, Article V, Section 5.2 of the Bylaws personally obligates each lot owner to pay an annual assessment to fund the common expenses of the Association; and

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish orderly procedures for the billing and collection of assessments.

NOW, THEREFORE, BE IT RESOLVED THAT the following assessment procedures shall be adopted.

I. ROUTINE COLLECTIONS

- A. All monthly installments of the annual assessments shall be due and payable on the first day of the applicable month ("Due Date").
- B. The Association shall mail a notice to every Unit Owner which will inform the Unit Owner of the amount of the Unit Owner's fee; however, no Unit Owner will be excused of the obligation to pay the assessment if notice is not received. Each Unit Owner is under a legal duty to seek out information from the Association about the assessment if the notice is not received.
- C. Non-resident Unit Owners must furnish the Board with a telephone number and address where they can be contacted; otherwise, all notices shall be sent to the property address and members shall be responsible for the information contained therein.
- D. Questions regarding the assessment may be directed to:

Sequoia Management Company
5900 Centreville Road, Suite 425
Centreville, VA 22020

II. REMEDIES FOR NON-PAYMENT OF ASSESSMENTS

- A. Late Charge - Any installment of the assessment not fully paid to the Association within 15 days of the Due Date shall be considered delinquent and a late charge of \$10.00 shall be posted to the account.
- B. Returned Check Charge - If the Association receives a check from a member which fails to clear the Unit Owner's account, an administrative fee of \$10.00 may be posted to the account. If a Unit Owner submits two checks in a 12 month period which fail to clear his or her bank account, the Board of Directors may require the Unit Owner to make all future payments by certified check or money order for the remainder of the fiscal year.
- C. Acceleration and Suspension of Privileges - Whenever any Unit Owner fails to pay any portion of the assessment, the following action may be taken by the Board:
1. The entire balance of the annual assessment may be accelerated and declared due in full; a lien in the accelerated amount may be recorded against the title of the unit; and/or a lawsuit may be filed against the Unit Owner in the Fairfax County Courts.
 2. The Board may suspend a Unit Owner's rights, privileges and benefits of membership. If imposed, the suspension shall continue until payment in full on the account is received by the Association. Such suspension may include, but is not limited to, revocation of parking privileges in the common area. The Unit Owner shall be responsible for all costs which the Association incurs while effectuating the suspension or reinstatement of privileges and benefits of membership.
- D. Method of Crediting Payments - Payments received by the Association from delinquent Unit Owners shall be credited in the following order of priority, as applicable:
1. Any fees or costs of collection;
 2. Late charges and interest;

3. All other charges and fees incurred by the Association as a result of any violation by a member, his family, employees, agents, tenants or licensees of the regulations of the Association;
4. Any and all special assessments; and
5. The monthly assessment for that unit.

The effective date of this Resolution shall be October 1, 1995.

This Resolution was duly adopted by the Board of Directors this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By: 
Jackson C. Shockley, President

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RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995

Motion by: 1213 W. Chen Seconded by: Richard Maroni

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>Shockley</u> President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>W. Powstanski</u> Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>W. E. Hiltner</u> Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Jacquelynne Johnson</u> Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Richard J. Maroni</u> Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

Jacquelynne Johnson Aug. 24, 1995
Secretary

Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-4

**(Creation of Procedures to Ensure
Due Process in Enforcement Cases)**

WHEREAS, the Virginia Condominium Act provides the Board of Directors with the power to assess monetary charges against members of the Association who are responsible for violations of the regulations of the Association;

WHEREAS, the Virginia Condominium Act requires the Board of Directors to formally adopt and publish a written resolution to enact the statutory power to assess monetary charges against members for violations of the regulations of the Association; and

WHEREAS, for the benefit and protection of all of the members of the Association, the Board of Directors deems it desirable to formally adopt a resolution to enact the statutory power to assess monetary charges and to establish a procedure for enforcement of the regulations of the Association which are consistent with principles of due process and Virginia law.

NOW, THEREFORE, BE IT RESOLVED THAT the following policy and procedures shall be adopted.

A. ENFORCEMENT STEPS

1. On behalf of the Association, the Board of Directors may undertake enforcement action upon its own detection of a violation of any regulation of the Association or upon its confirmation of a violation reported by any source. At the discretion of the Board of Directors, initial enforcement action may take the form of verbal or informal written notification to the offending member. The managing agent may act for the Board of Directors.
2. When informal notification is not elected or proves unsuccessful, the Board of Directors may issue a formal notice in writing. The formal notice shall be delivered by hand or mailed by first class mail to the member at the member's address listed on the records of the Association and to the property address, if different.
3. Formal written notice to the member will generally advise the member of the nature of the offense, the citation of the specific provision within the Association's governing documents which has allegedly been violated, the specific remedy required, and the number of days when corrective action must be completed

in order to preclude the possible imposition of a monetary charge.

4. When formal written notice does not result in correction of the violation, the Board of Directors may impose monetary charges against the offending member. The decision shall be made by the Board of Directors at a duly convened meeting, and the decision shall be recorded in the minutes.

B. NOTICE AND HEARING GUIDELINES

Before the monetary charge may be made legally effective, the member shall be informed in writing of his/her right to request a hearing to contest the citation or the imposition of the monetary charge. The following guidelines apply to the notice and hearing procedure:

1. A written notice delivered by hand or mailed by registered certified mail, return receipt requested from the Board of Directors to the member shall advise the member of his/her right to contest the monetary charge at a hearing before the Board of Directors. Such notice will request the member to confirm in writing by a certain date his/her desire for a hearing to contest the monetary charge. The Board of Directors shall set all hearing dates at its discretion.
2. WHEN NO RESPONSE IS RECEIVED FROM THE MEMBER BY THE DATE WHEN THE MEMBER MUST CONFIRM HIS/HER REQUEST FOR HEARING, OR WHEN THE MEMBER REQUESTS A HEARING BUT FAILS TO ATTEND THE HEARING WITHOUT PROVIDING REASONABLE AND SATISFACTORY EXPLANATION, THE MEMBER SHALL BE DEEMED TO HAVE WAIVED THE RIGHT TO REQUEST A HEARING. THE BOARD OF DIRECTORS SHALL NOT BE REQUIRED TO CONDUCT A HEARING UNLESS THE MEMBER CONFIRMS THE INTENTION TO ATTEND THE HEARING IN WRITING, AND THE BOARD OF DIRECTORS MAY IMPOSE A MONETARY SANCTION IN THE ABSENCE OF THE MEMBER.
3. When hearings are conducted, the Board will provide the member with a reasonable amount of time to present any and all defenses to the alleged violation.
4. Following such hearing, the Board may meet in executive session to discuss whether satisfactory proof of the alleged violation exists, and, if so, whether monetary charges should be levied.

C. ENFORCEMENT REMEDIES

When the determination of the Board of Directors is unfavorable to the member, the Board will undertake the administrative actions required to effect a charge as an assessment against the member's unit. Monetary charges may

not exceed \$50.00 for a single offense or \$10.00 per day for any offense of a continuing nature.

The Board of Directors shall use the following definitions:

1. **Single offense:** A one-time act or omission by a member (or his family, tenant, guest or invitee) determined by the Board of Directors to constitute a violation of any provision of the Association's regulations. Members shall be legally responsible to ensure that their tenants, guests, or invitees comply with the Association's regulations.
2. **Continuing Offense:** The failure of a member (or his family, tenant, guest or invitee) to rectify an act or omission determined by the Board of Directors to constitute a violation of any provision of the Association's regulations for more than one day after receipt of any written notice from the Board of Directors, or the reoccurrence of a single offense within six months of the date of the receipt of the written notice of the imposition of monetary charges for the single offense. Daily charges for continuing offenses may accrue up to the date when the member notifies the Board of Directors in writing that correction of the violation has occurred (subject to later confirmation by the Board of Directors). If the correction of a continuing offense has been confirmed by the Board, the monetary charge levied against the member's unit through the day of correction will remain in place.
3. **Applicability:** The procedures outlined in this Resolution may be applied to all offenses of legal restrictions of the Association, but do not preclude the Association from exercising other enforcement procedures and remedies authorized by the Association's legal documents, including, but not limited to, suspension of privileges, initiation of suit or self help remedies.

The effective date of this Resolution shall be October 1, 1995.

This Resolution was duly adopted by the Board of Directors
this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By: J. Shockley
Jackson C. Shockley, President

95-4, Enforce.rsl

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995

Motion by: Les Wilson Seconded by: Richard Martin

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>[Signature]</u> President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

[Signature] Aug. 24, 1995
Secretary

Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 95-5

**(Policies and Procedures Relative to
Board Meeting Attendance and Conduct)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish administrative procedures regarding Board Meeting attendance and conduct.

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures regarding Board Meeting attendance and conduct shall be adopted.

1. The Property Manager shall attend all regularly scheduled Chateaux Condominium Association Board of Directors Meetings up to a maximum of twelve (12) regularly scheduled board meetings during a calendar year with each meeting lasting a maximum of two (2) hours. The Property Manager will provide a verbal report of the condition and status of the property when called upon at the meeting. The Property Manager will not normally be required to attend additional, special or supplemental meetings scheduled by the Board of Directors unless specifically invited to attend.

2. The Chairperson of the Covenants Committee, or a designated representative, shall attend all regularly scheduled Board of Directors Meetings and provide a verbal report on the condition of the property when called upon.

3. The Board of Directors, at its option, may elect to restrict attendance at any regularly scheduled meeting by providing written notice of the restriction in advance of the scheduled Board Meeting.

4. At the discretion of the Board president or by approved motion of the Board of Directors, any Board Meeting or portion of a board meeting may be called into executive or closed session at any time during the meeting and all non-board members in attendance may be required to leave.

5. Board Meetings shall be regularly scheduled for the second Thursday of each month at 7:00 pm in the Community Center. All regularly scheduled Board Meetings shall be open to attendance by any association member unless specifically notified in advance to the contrary. Members of the Association will be notified in advance and in writing of regularly scheduled board meetings which deviate from the regularly scheduled date or time.

6. Minutes and financial statements of all board meetings, following approval, shall be prominently displayed in the Community Center and in each Building and made accessible for the review of all members of the Association.

The effective date of this Resolution shall be 10/1/95, 1995.

Building and made accessible for the review of all members of Association.

The effective date of this Resolution shall be 10/1 1995.

This Resolution was duly adopted by the Board of Directors this 24TH day of August, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

By: J. Shockley
Jackson C. Shockley, President

95-5, meeting.rsl

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995

Motion by: Iris Wilton Seconded by: Michael Pawotanski

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>[Signature]</u> President	✓	_____	_____	_____
<u>[Signature]</u> Vice President	✓	_____	_____	_____
<u>[Signature]</u> Treasurer	✓	_____	_____	_____
<u>[Signature]</u> Secretary	_____	_____	_____	_____
<u>[Signature]</u> Director	✓	_____	_____	_____

ATTEST:

[Signature]
Secretary

Aug. 24, 1995
Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-6

(Policies and Procedures Relative to
Building Keys and Access Codes)

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish policies regarding building keys and access codes.

NOW, THEREFORE, BE IT RESOLVED THAT the following policies regarding building keys and access codes are adopted.

I. PRIVACY AND SECURITY

If for any reason the security access code or key to any building is compromised, i.e., given to a delivery person, a mail carrier, a newspaper carrier or to anyone not authorized to have the access code or building key, any affected unit owner from the building can notify the Board of Directors or the Property Manager and request that a new access code or building key be provided as appropriate. A changed access code will then be issued within three working days and new keys will be issued as soon as the locks can be changed. Violators will reimburse the Association for any costs incurred as a result of their violations.

Each Unit Owner, whether residing within or outside of the Condominium Complex, will be given two keys and a four digit numeric electronic access code which will allow entry into one side of a Condominium Building where their condominium unit is located. The four digit electronic access code will provide a keyless entry to the front door of their respective side of the building. The key will open the front door, the rear door and the interior door from the garage into their respective side of the building. All building doors are limited use common areas.

II. POLICY FOR KEYS AND ELECTRONIC BUILDING ACCESS CODES FOR RENTED OR LEASED UNITS

Those Unit Owners who rent or lease their respective units will be responsible for:

- (1) providing their tenants with copies of the building keys;
- (2) ensuring their tenants are familiar with and fully comply with the Condominium's key and access code policies;

- (3) ensuring all building keys issued to their tenants are collected and accounted for when the tenants vacate the premises;
- (4) any costs incurred by the Association as a result of their tenants who violate the key or access code policies; and
- (5) notifying the Property Manager when their tenants have vacated the premises and the building keys have been properly accounted for. The Property Manager will then have the building access codes changed.

III. POLICY FOR THE PROTECTION OF BUILDING KEYS AND BUILDING SECURITY

Unit Owners and tenants must not give a building key or copies of a building key to anyone who is not entitled to a key as provided for above. Any unit owner(s) or tenant(s) who provides a key to an individual not entitled to receive a key will be in violation of the building security.

If key violations are encountered, the affected building locks will be changed, new keys will be made and the new keys re-issued to all affected unit owners, landlords and tenants. The associated costs, including locksmith charges for locks and keys, administrative and mailing costs, and the costs for the time required to re-issue keys, will be charged to the violator. Violators will be subject to punishment pursuant to Policy Resolution No. 95-4.

IV. POLICY FOR THE ISSUANCE AND PROTECTION OF ELECTRONIC BUILDING ACCESS CODES

Each Unit Owner and Tenant will be given a four digit electronic access code to allow them keyless entry into the front door of their respective side of the building. The entry access code will not be given to anyone who does not reside in the building. If for any reason the security access code is violated, i.e., given to a delivery person, a mail carrier, a newspaper carrier, a realtor or to anyone not authorized to have the access code, any affected unit owner or tenant from within or without the building can notify the Property Manager or a member of the Board of Directors and request a new access code be provided as appropriate. The identity of the individual reporting the violation will not be disclosed. The Property Manager will issue a changed access code for the affected side of the building within three working days. The first-time violator will reimburse the Association for any costs incurred as a result of their violation. Second offenses may result in punishment pursuant to Policy Resolution No. 95-4.

Visitors can be granted building entry by a unit owner or tenant via the call system located at the front door of each building.

The effective date of this Resolution shall be 10/1/95, 1995.

This Resolution was duly adopted by the Board of Directors
this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT
OWNERS ASSOCIATION

By: Jackson C. Shockley
Jackson C. Shockley, President

95-6, Keys.rsl

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995.

Motion by: Richard Martin Seconded by: Jacquelyn Johnson

	VOTE:			
	YES	NO	ABSTAIN	ABSENT
<u>Shockey</u> President	✓	_____	_____	_____
<u>Rowstanski</u> Vice President	✓	_____	_____	_____
<u>Wise Walker</u> Treasurer	✓	_____	_____	_____
<u>Jacquelyn Johnson</u> Secretary	✓	_____	_____	_____
<u>Richard J. Martin</u> Director	✓	_____	_____	_____

ATTEST:

Jacquelyn Johnson
Secretary

Aug 24, 1995
Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-7

**(Policies and Procedures Relative to Adoption
and Enforcement of Fairfax County Animal Ordinances)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish procedures for the enforcement of Fairfax County animal ordinances.

WHEREAS, Fairfax County Code §41-2-4 provides:

(a) No dog shall run unrestricted in the County. Any person who is the owner of a dog found unrestricted in the County shall be in violation of this Section;

(b) It shall be the duty of the Animal Warden or Deputy Animal Warden to seize and impound any dog found off the property of its owner when such dog is unrestricted;

WHEREAS, Fairfax County Code §41-2-6 provides:

It shall be unlawful for the owner of any animal or animals to keep such animal or animals in such a manner as to cause unsanitary conditions. The owner or custodian of any dog shall be responsible for the removal of excreta deposited by such dog on the property of another, including public areas.

WHEREAS, the Board has received numerous complaints from members and has independently determined that, despite the County ordinances to the contrary, pet owners within the Association often allow their pet(s) to walk or run unleashed within the Association and fail to remove excreta deposited by their pet(s) on the Common Area and the private property of other members; and

WHEREAS, the Board has determined it to be in the best interest of the Association to incorporate these County ordinances into the Rules and Regulations of the Association and to authorize the Fairfax County Animal Warden to enforce the County ordinances within the Association.

NOW, THEREFORE, BE IT RESOLVED THAT the following policy shall be adopted.

1. Fairfax County Code § 41-2-4 is hereby adopted by the Board as a rule of the Association. The Fairfax County Animal Warden or

Warden or Deputy Animal Warden is hereby authorized to enforce Fairfax County Code §41-2-4 on the property of the Association.

2. Fairfax County Code § 41-2-6 is hereby adopted by the Board as a rule of the Association. The Fairfax County Animal Warden or Deputy Animal Warden are hereby authorized to enforce Fairfax County Code §41-2-6 on the property of the Association.

3. Nothing contained herein shall prevent the Board from imposing monetary charges against members who are in violation of this Resolution as authorized by the Virginia Property Owners' Association Act and pursuant to Policy Resolution 95-4 in addition to any other civil or criminal penalty which may be imposed upon the Unit Owners by Fairfax County.

4. The Board shall send written authorization to the Fairfax County Animal Warden to enforce the cited provisions of the Fairfax County Code within the Association.

5. The Board shall cause appropriate signage to be placed at the entrances to the Association which place entrants on notice that the Fairfax County animal restrictions will be enforced within the Association.

The effective date of this Resolution shall be October 1, 1995.

This Resolution was duly adopted by the Board of Directors
this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT
OWNERS ASSOCIATION

By:



Jackson C. Shockley, President

95-7, animal.rsl

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held August 24, 1995.

Motion by: Michael Powatanski Seconded by: Richard Martin

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>Shockey</u> President	✓	_____	_____	_____
<u>Powatanski</u> Vice President	✓	_____	_____	_____
<u>W. E. Walker</u> Treasurer	✓	_____	_____	_____
<u>Jaquelyn DeJohnson</u> Secretary	✓	_____	_____	_____
<u>Richard Martin</u> Director	✓	_____	_____	_____

ATTEST:

Jaquelyn DeJohnson Secretary Aug. 24, 1995 Date

Resolution effective: October, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-8

**(Policies and Procedures Relative to the Towing
of Illegal, Unsafe and Improperly Parked Vehicles)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, Article 5, Section 5.8.a(7) of the Bylaws defines vehicles which are illegal to park within the common area; and

WHEREAS, Paragraphs 19, 20, 21, 22 and 23 of the Association's Rules and Regulations provides rules regarding Parking and Towing of Vehicles; and

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish procedures for the removal of illegal, unsafe and improperly parked vehicles; and

WHEREAS, the Board has received numerous complaints from unit owners concerning vehicles being parked on the common area which are not entitled to parking rights or privileges;

WHEREAS, the Association has designated certain parking spots for handicapped parking and for specific units within the Condominium.

NOW, THEREFORE, BE IT RESOLVED THAT the following towing policy and procedures shall be adopted:

TOWING OF VEHICLES

1. Vehicles not displaying a properly affixed decal or a visitors pass which are occupying a parking space will be towed between the hours of 12:00 Midnight and 10:00 AM.

2. Vehicles which display expired license plates or state inspection stickers or are otherwise not roadworthy are subject to being towed at all times of the day or night.

3. Inoperable vehicles and vehicles which are not intended for regular use which are located in parking spaces are subject to being towed at all times.

4. Vehicles which are parked in the Fire Lanes or designated "No Parking Areas" are subject to being towed at all times of the day or night.

5. Vehicles which are parked in the designated handicapped parking area which do not display handicap license plates or other designated handicapped authorization are subject to being towed at all times of the day or night.

6. All expenses of towing to include vehicle storage will be the sole responsibility of the vehicle's rightful owner.

7. Vehicles which are illegally parked in Reserved Parking Spaces are subject to being towed.

8. Residents are responsible for ensuring that their visitors or guests are made fully aware of all parking restrictions and regulations.

The effective date of this Resolution shall be October 1, 1995.

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This Resolution was duly adopted by the Board of Directors this
24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By: J. Shockley
Jackson C. Shockley, President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995.

Motion by: Michael Pawarowski Seconded by: Richard Martin

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>Shirley</u> President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>M. Pawarowski</u> Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>W. Witten</u> Treasurer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Jacquelyn Stephenson</u> Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Richard J. Martin</u> Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

Jacquelyn Stephenson Secretary Aug 24th, 1995 Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-9

**(Policies and Procedures Relative to Registration
of Vehicles and Issuance of Parking Decals)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish procedures for the registration and identification of automobiles which will occupy parking spaces in the garages or on the common area; and

NOW, THEREFORE, BE IT RESOLVED THAT the following policy and procedures shall be adopted relative to registration and identification of vehicles occupying parking spaces:

I. REGISTRATION OF VEHICLES

All vehicles that are owned by a unit owner, occupant or tenant and which is/are intended to occupy an assigned garage parking space(s) or common area parking space(s) must be registered with the Managing Agent using the form shown in Attachment 1. Official state vehicle registration will be used to provide proof of vehicle ownership when and as required.

II. VEHICLE DECALS AND VISITORS PASSES

All registered vehicles will be issued a decal to identify the vehicle and to indicate authorization to occupy a parking space.

Each occupied Unit within the Condominium complex, whether occupied by the Owner, an Occupant or a Tenant, will be issued three (3) Visitors Passes from the Managing Agent at time of occupation to be used for identifying vehicles of their authorized guests which are being parked in spaces on the Condominium Common area. Additional Visitor Passes are available for purchase from the Managing Agent.

Visitors Passes will not be used in lieu of a permanent decal unless the vehicle is permanently assigned by the vehicle's owner to the owner, occupant or tenant for their exclusive use and operation, such as a Company provided vehicle. Vehicles belonging to guests who are of a more permanent nature must be registered with the Managing Agent or be subjected to towing at the expense of the guest.

III. LOCATION OF DECALS AND VISITORS PASSES WITHIN THE VEHICLE

The decal will be permanently affixed to the lower left hand corner of the vehicles rear window on the driver's side. For those vehicles which do not have a rear window, the decal may be placed in the lower right side of the passenger windshield or in an area that is readily visible and discernible by the towing company responsible for enforcing the parking restrictions.

Visitors Passes will be hung inside the vehicle from the rear view mirror post in such a way as to be readily visible to the towing company.

IV. ENFORCEMENT

Vehicles which do not comply with this policy are subject to being towed per the provisions of resolution 95-8. All towing and storage expenses will be the sole responsibility of the vehicle's owner.

The effective date of this Resolution shall be 10/1/95, 1995.

This Resolution was duly adopted by the Board of Directors
this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By: Jackson C. Shockley
Jackson C. Shockley, President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995

Motion by: Lois Wilcox Seconded by: Richard Martin

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>[Signature]</u> President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

Jacquelynne Johnson Aug 24, 1995
Secretary Date

Resolution effective: October 1, 1995.

**CHATEAUX CONDOMINIUM ASSOCIATION
VEHICLE REGISTRATION**

OWNER/TENANT NAME

BUILDING AND UNIT NO

VEHICLE MAKE AND YEAR

BODY STYLE

COLOR

**LICENSE TAG NO
AND STATE**

**RESERVED PARKING
SPACE NUMBER(S)**

(SPECIFY IF NONE)

ADDITIONAL VEHICLES

VEHICLE MAKE AND YEAR

BODY STYLE

COLOR

**LICENSE TAG NO
AND STATE**

VEHICLE MAKE AND YEAR

BODY STYLE

COLOR

**LICENSE TAG NO
AND STATE**

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-10

**(Policies and Procedures Relative to Safeguard,
Control and Use Emergency Access Keys)**

WHEREAS the Virginia Condominium Act requires the Unit Owner to provide the Board of Directors access through their unit as may be necessary to enable the Board of Directors to discharge their responsibilities; and

WHEREAS, Article 6, Section 6.2(b) of the Declaration provides for each unit to have an easement for lateral and subjacent support from every other unit; and

WHEREAS, Article 5, Section 5.9 of the Bylaws requires each unit owner to grant a right of access to his/her unit to the Board of Directors, the Managing Agent, or duly authorized designee of the Board of Directors or the Managing Agent, for the purpose of enabling the exercise and discharge of their respective power and responsibilities; and

WHEREAS, Paragraph 24 of the Association Rules and Regulations requires the Board of Directors to establish procedures to ensure the safeguard, control and use of the keys for emergency access to the units;

NOW, THEREFORE, BE IT RESOLVED THAT the following policies and procedures regarding building keys for emergency access are adopted.

I. Safeguard and Control of Emergency Keys

- A. The keys will be maintained in a designated, secure location in the Community Center. The area in which the keys are stored will be kept locked at all times unless the Managing Agent or his designee is present. Keys will be maintained and kept in a locked, wall mounted key box. Security alarms will be utilized to the maximum extent possible to detect and warn of improper entry into the locked key storage area.
- B. Keys will not be removed from their locked key box except for emergency purposes or for inventory purposes by the Managing Agent or his designee.
- C. Access will be restricted to the Managing Agent and his designee. Keys to access the secure outer door and to the key box will be restricted to the Managing Agent and his designee. No one will be allowed entry into the area of the key box without the presence of the Managing Agent or his designee.

II. Use of Emergency Keys

- A. The emergency keys will only be used to access a unit when the fact or threat of fire, flood or other condition which may adversely affect the common elements or other units has been encountered.
- B. Every attempt will be made by the Managing Agent or his designee to contact the Unit Owner of the affected unit before using the Emergency Key for the concerned unit. However, in an emergency situation time may be of the essence and/or the criticality of the situation may preclude the owner not being contacted until after the emergency has been resolved and time is available.
- C. A current roster of Unit Owners and their work place and contact(s) will be maintained by the Managing Agent for use in emergencies. Unit owners will be responsible for keeping the Managing Agent informed at all times of their current work telephone numbers and work location for their contact during emergency situations.
- D. Emergency keys will not be used for the convenience of the unit owner, i.e., for lockouts or any other non-emergency purpose.

The effective date of this Resolution shall be 10/1,
1995.

This Resolution was duly adopted by the Board of Directors
this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT
OWNERS ASSOCIATION

By: J. Shockley
Jackson C. Shockley, President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995.

Motion by: Richard Martin Seconded by: Michael Pawatanski

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>Shockey</u> President	✓			
<u>Pawatanski</u> Vice President	✓			
<u>Mike Wilton</u> Treasurer	✓			
<u>Jacquelynne Johnson</u> Secretary	✓			
<u>Richard Martin</u> Director	✓			

ATTEST:

Jacquelynne Johnson
Secretary

Aug 24, 1995
Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-11

**(Policies and Procedures Relative to the Safeguard,
Control and Use of Convenience Keys)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium; and

WHEREAS, Paragraph 24 of the Association's Rules and Regulations provides for the Managing Agent or the Association to retain a working copy of keys to the units for casual or non-emergency use (hereinafter "Convenience Key"); and

NOW, THEREFORE, BE IT RESOLVED THAT the following policies and procedures regarding convenience keys shall be adopted:

I. Safeguard and Control of Convenience Keys

- A. The keys will be maintained in a designated, secure location in the Community Center. The area in which the keys are stored will be kept locked at all times unless the Managing Agent or his designee is present. Keys will be maintained and kept in a locked, wall mounted key box marked for Convenience Keys. Security alarms will be utilized to the maximum extent possible to detect and warn of improper entry into the locked key storage area.
- B. Keys will not be removed from their locked key box except for casual or non-emergency purposes or for inventory purposes by the Managing Agent or his designee.
- C. Access will be restricted to the Managing Agent and his designee. Keys to access the secure outer door and to the key box will be restricted to the Managing Agent and his designee. No one will be allowed entry into the area of the key box without the presence of the Managing Agent or his designee.

II. Use of Convenience Keys

- A. The convenience keys will only be used to access a unit upon the specific request of the unit owner.
- B. Written requests may be given to the Managing Agent to allow entry into their unit for specific purposes at specified dates and time by the Managing Agent or his designee using the convenience key.
- C. The Managing Agent or his designee will also respond as quickly as possible to lockout situations.

The effective date of this Resolution shall be
10/1, 1995.

This Resolution was duly adopted by the Board of Directors
this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By: Jackson C. Shockley
Jackson C. Shockley, President

95-11, convkeys.rsl

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24, 1995.

Motion by: Kris Wickow Seconded by: Richard Martin

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>[Signature]</u> President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

[Signature] Secretary Aug. 24, 1995 Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-12

(Policies and Procedures Relative to the Prohibition of Smoking
in the Community Center During Official Functions)

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, the Board has received numerous complaints from unit owners regarding smoking in the Community Center during all official Association Functions being held there;

NOW, THEREFORE, BE IT RESOLVED THAT the following policy shall be adopted:

1. During all official Association functions held inside the Community Center, the Community Center is hereby designated a No Smoking Area. All smoking must be confined to the areas outside of the Community Center during the time the Official Function is underway.

10/11/95 The effective date of this Resolution shall be
, 1995.

This Resolution was duly adopted by the Board of Directors
this 30th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By: _____

J. Shockley
Jackson C. Shockley, President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors, held _____

August 30, 1995

Motion by: Powotanski Seconded by: Wickon

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>[Signature]</u> President	✓	_____	_____	_____
<u>[Signature]</u> Vice President	✓	_____	_____	_____
<u>[Signature]</u> Treasurer	✓	_____	_____	_____
<u>[Signature]</u> Secretary	✓	_____	_____	_____
<u>[Signature]</u> Director	_____	_____	_____	✓

ATTEST:

[Signature] Secretary Aug 30, 1995 Date

Resolution effective: October 1, 1995

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-13

**(Policies and Procedures Relative to Selling and Renting
Units, Realtor's Signs, Open Houses and Lock Boxes)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium; and

WHEREAS, Article 5 Section 5.8(a)(9) of the Bylaws prohibits erecting, posting or displaying signs of any kind upon, in, or from any unit or common element without prior written approval of the Board of Directors; and

WHEREAS, Article 5, Section 5.8(a)(6) of the Bylaws requires Homeowners to forward a conformed copy of all leases to the Board of Directors; and

WHEREAS, Paragraph 14 of the Associations Rules and Regulations prohibits "For Sale" or "For Rent" or other Window Displays; and

WHEREAS, the Board has received numerous complaints from unit owners regarding the location of Realtors Lock Boxes on Building Doors;

NOW, THEREFORE, BE IT RESOLVED THAT the following policies and procedures regarding the selling, renting, signs and showing of units of shall be adopted:

I. REALTOR SIGNS AND OPEN HOUSES

- A. "For Sale" or "For Rent" signs are not allowed on the individual units.
- B. Realtors may place a sign on the front entry walk during the hours of an Open House only. Open House signs are permitted at the right side of the entrance driveway into the Chateaux during Open House hours only and must be removed when the Open House is finished that day. Signs left on the property will be confiscated and not returned.
- C. Signs are not permissible on County or State right-of-way.

II. RENTAL OF UNITS

- A. Realtors or landlords are required to provide the Managing Agent with a copy of all leases. The Managing Agent must assure compliance. Short term leases (less

than six months are not allowed).

- B. All Homeowners and Realtors must notify the Managing Agent of any For Sale or For Rental unit. Upon notification of the Managing Agent, they will be mailed an information sheet to fill out, sign and return.

III. DESIGNATED AREA FOR LOCK BOXES

- A. Realtor or other Lock Boxes are not allowed on any interior or exterior door of any unit or building in the complex. A Designated Lock Box Area is located on the railing at the rear of the Community Center near the Maintenance Office. The area is clearly marked for Lock Boxes Only. The Realtor will be responsible for seeing that all keys are returned to the lock boxes and properly secured.

The effective date of this Resolution shall be 10/1/95,
1995.

This Resolution was duly adopted by the Board of Directors
this 24th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By: J. Shockley
Jackson C. Shockley, President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____
August 24, 1995.

Motion by: Ira Wilken Seconded by: Richard Martin

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>J. Shockey</u> President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>M. Powszanski</u> Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Mr. E. Wilken</u> Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Jacquelyn duPont</u> Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Richard J. Martin</u> Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

Jacquelyn duPont Secretary Aug 24, 1995 Date

Resolution effective: October 1, 1995

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 95-14

**(Policies and Procedures Relative to the
Hook Up of Telephones and Cable TV)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

NOW, THEREFORE, BE IT RESOLVED THAT the following policy shall be adopted:

1. Initial connection, re-connection or maintenance of Telephone and Cable TV service to the individual units may require service or repairs to be made in the equipment panels located in the Boiler Rooms of the respective building. All connection service or repair service which will require service technicians to access the Boiler Rooms, must be scheduled during the hours of 9:00 AM and 2:00 PM, Monday through Friday to allow the Condominium Maintenance Employee to be available to unlock the Boiler Rooms.

The effective date of this Resolution shall be 10/1/95,
1995.

This Resolution was duly adopted by the Board of Directors
this 26th day of August, 1995.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By: J. Shockley
Jackson C. Shockley, President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

August 24 1995

Motion by: Iris Walker Seconded by: Michael Pawlanski

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>Shirley</u> President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>M. Pawlanski</u> Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Iris Walker</u> Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Jacqueline Johnson</u> Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Richard J. Mantua</u> Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

Jacqueline Johnson
Secretary

Aug 24, 1995
Date

Resolution effective: October 1, 1995.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 96-1

(Policies Regarding Publication of the Newsletter)

WHEREAS, Article 3, Section 3.1 of the Association's Bylaws vests the Board with all of the powers and duties necessary for the administration of the affairs of the Association and to adopt rules and regulations deemed necessary for the enjoyment of the Condominium; and

WHEREAS, the Board oversees and administers the publishing of the "The Chateaux News Update," the Association's monthly newsletter which provides information of interest to members of the Association; and

WHEREAS, the Board deems it necessary and in the Association's best interest to establish policies regarding the publication of the newsletter.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors hereby adopts the following policies regarding the publication of the newsletter.

1. The newsletter is owned and operated by The Chateaux, A Condominium Unit Owners Association.

2. The Board is responsible for the form, content, publication and policies of the newsletter.

3. The Board may delegate the responsibility of overseeing the day-to-day operations of the newsletter to an editor who shall serve the Board as an agent; however, the Board maintains full and final authority to determine the content of the newsletter.

4. As deemed necessary by the Board, the Board may appoint a Board member to review and edit the content of the newsletter before publication.

5. Members of the Association shall not be granted any right to have articles or letters published in the newsletter. All articles published in the newsletter must identify authorship.

This Resolution was duly adopted by the Board of Directors this 9th day of MAY, 1995 *J.P.*
1996 *J.P.*

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

By: *J. Powstanski*
Jackson C. Shockley, President
Acting President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

9th May 1996

Motion by: MICHAEL POWSTANSKI Seconded by: JACQUELYN JOHNSON

VOTE:

	YES	NO	ABSTAIN	ABSENT
President <u>M Powstanski</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President <u>D E Dami</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer <u>Jacquelyn Johnson</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary <u>M E Walker</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director				

ATTEST:

Jacquelyn Johnson Secretary 7-11-96 Date

Resolution effective: 9th MAY, 1996.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

**Policy Resolution No. 96-2
(Interpretive Guideline for Enforcement
of Restrictions Concerning Household Pets)**

WHEREAS, Section 5.8(8) of the By-Laws and Rule 18 of the Rules and Regulations create restrictions concerning the keeping of household pets; and

WHEREAS, these restrictions include a limitation upon the right of each resident to keep a household pet on the premises to one small, orderly pet and require the resident to seek the prior approval of the Board of Directors for the keeping of any household pet which does not meet this criteria; and

WHEREAS, the Board of Directors has concluded that household dogs, cats and small domestic animals are the types of pets which will require the Board of Directors to most frequently exercise its judgment and discretion as to whether a particular household pet meets the criteria set forth in the Association's household pet restrictions; and

WHEREAS, the Board of Directors has concluded that it would be in the best interest of the Association for the Board to adopt interpretive guidelines for the purpose of clarifying how the Association's restrictions concerning household dogs, cats and small domestic animals shall be enforced by the Board.

NOW, THEREFORE, BE IT RESOLVED that the attached chart shall be adopted by the Board of Directors, along with the following policies:

A. The attached chart may be amended at any time by the Board of Directors pursuant to a vote at a duly called meeting of the Board of Directors. Any changes to the chart shall be published by the Board to all owners and residents and included in the Association's resale certificate.

B. Subject to compliance with all other household pet restrictions, an owner or resident may bring and keep one "toy" or "small" sized dog on the premises, provided that the dog weighs 22 pounds or less. Owners and residents are not required to submit an application for approval to the Board of Directors if they wish to bring or keep a dog on the premises which meets this criteria. Breeds of dog which are "toy" or "small" sized are set forth in the attached chart.

C. Any owner or resident who wishes to bring and keep a dog of 22 pounds or less on the premises which is of a breed not defined as "toy" or "small" in the attached chart must submit an application to the Board of Directors for approval to keep the dog on the premises and must receive the prior approval of the Board.

D. Any owner or resident who wishes to bring and keep a dog of 22 pounds or more which is of a breed defined as "toy" or "small" in the attached chart must submit an application to the Board of Directors for approval to keep the dog on the premises and must receive the prior approval of the Board.

E. Subject to compliance with all other household pet restrictions, an owner or resident who wishes to bring and keep a household cat may do so. Owners or residents are not required to submit an application for approval for a household cat, provided that the cat must be kept within the home or attended by the owner or resident at all times. Cats which are allowed to roam freely are not acceptable under the community pet policies.

F. Subject to compliance with all other household pet restrictions, an owner or resident who wishes to bring and keep a domestic household animal may do so provided that such animal may humanely reside within an enclosed cage or tank up to 1 cubic foot in size. These animals must be traditional household pets (i.e., gerbils, hamsters, guinea pigs or small birds) and may not violate the restrictions in the bylaws regarding livestock or undomesticated animals. Owners or residents will not be required to submit an application for such a pet, provided that the animal is maintained within an enclosed structure or monitored by the owner at all times.

G. Subject to compliance with all other household pet restrictions, an owner or resident who wishes to bring and keep any household pet other than a dog, household cat, or small animal as described above, must submit an application to the Board for approval to keep the animal on the premises and must receive the prior approval of the Board.

H. If any owner or resident wishes to bring and keep on the premises more than one pet which meets the approvable criteria, the owner or resident must submit an application for approval to the Board of Directors. The Board will review each application for the keeping of more than one household pet on a case-by-case basis and shall review all applicable circumstances before deciding whether to approve the application; however, all such applications shall receive an unfavorable presumption because of the desire of the Board of Directors to preserve a tranquil, clean environment throughout the community and the judgment of the Board that the density of the community makes the keeping of multiple household pets on the premises inappropriate for the community.

THE CHATEAUX, A CONDOMINIUM UNIT
OWNERS ASSOCIATION

By: Michael Housfanski
Vice President

**CHATEAUX CONDOMINIUM
GUIDELINES FOR APPROVED BREEDS OF DOG**

APPROVED	APPROVED	NOT APPROVED	NOT APPROVED
Toy Dogs	Small Dogs	Medium Dogs	Large Dogs
Less than 5 kg	5-10 kg	10-25 kg	More than 25 kg (kg x 2.2 = lb)
Affenpinscher	Australian Terrier	Australian Cattle Dog	Afghan Hound
Australian Silky Terrier	Border Terrier	Australian Kelpie	Airedale Terrier
Chihuahua	Boston Terrier	Basenji	Bloodhound
Chinese Crested Dog	Bull Terrier (Miniature)	Basset Hound	Borzoi
Dachshund (Miniature)	Cairn Terrier	Beagle	Boxer
English Toy Terrier	Cavalier King Charles Spaniel	Bedlington	British Bulldog
Griffon Bruxellois	Dachshund (Standard)	Bull Terrier	Bull Mastiff
Italian Greyhound	Dandie Dinmont Terrier	Elkhound	Chow Chow
Japanese Chin	Fox Terrier	Finnish Spitz	Collie
Maltese	King Charles Spaniel	French Bulldog	Dalmation
Miniature Pinscher	Lakeland Terrier	Hungarian Puli	Deerhound
Papillon	Manchester Terrier	Irish Terrier	Doberman
Pekingese	Norfolk Terrier	Keeshond	Foxhound
Poodle (Toy)	Norwich Terrier	Kerry Blue Terrier	German Shorthaired Pointer
Pomeranian	Poodle (Miniature)	Poodle (Standard)	German Shepherd Dog
Yorkshire Terrier	Pug	Schnauzer	Giant Schnauzer
	Schipperke	Scottish Terrier	Great Dane
	Schnauzer (Miniature)	Sealyham Terrier	Greyhound
	Shih Tzu	Shetland Sheepdog	Hungarian Vizsla
	Lhasa Apso	Skye Terrier	Irish Wolfhound
	Tibetan Spaniel	Spaniel (Cocker)	Mastiff
	West Highland White Terrier	Spaniel (Cocker, American)	Newfoundland
		Spaniel (Field)	Old English Sheepdog
		Spaniel (Sprinter, English)	Pharaoh Hound
		Spaniel (Springer, Welsh)	Pointer
		Spaniel (Sussex)	Pyrenean Mountain Dog
		Staffordshire Bull Terrier	Retriever (Golden, Labrador)
		Tibetan Terrier	Rhodesian Ridgeback
		Welsh Corgi	Rottweiler
		Welsh Terrier	St. Bernard
		Whippet	Saluki
			Samoyed
			Setter (English, Irish, Gordon)
			Smooth Collie
			Spaniel (Clumber, Irish Water)
			Weimaraner

SOURCE:

EVERY DOG: THE COMPLETE BOOK OF DOG CARE & HEALTH

Dr. Rowan Blogg & Dr. Eric Allan
William Morrow & Co., Inc., 1983

Less than 5 kg	=	Less than 11 lbs	Toy Dogs - approved
5-10 kg	=	11 - 22 lbs	Small Dogs - approved
10 - 25 kg	=	22 - 55 lbs	Medium Dogs - not approved
More than 25 kg	=	More than 55 lbs	Large Dogs - not approved

Approved on _____, 1996

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____

NOVEMBER 11, 1996.

Motion by: G. HEITZ Seconded by: C SAUNDERS

	VOTE:			
	YES	NO	ABSTAIN	ABSENT
<u>JACK SHOCKLEY</u> President	_____	_____	_____	<u>X</u>
<u>Michael Howstanski</u> Vice President	<u>X</u>	_____	_____	_____
<u>Christopher Saunders</u> Treasurer	<u>X</u>	_____	_____	_____
<u>[Signature]</u> Secretary	<u>X</u>	_____	_____	_____
<u>Guy Heitz</u> Director	<u>X</u>	_____	_____	_____

ATTEST:

[Signature]
Secretary

12-9-96
Date

Resolution effective: JANUARY 1, 1997

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 97-1

**(Policies and Procedures Relative to the Safeguard,
Control and Use of Convenience Keys and Lock-Out Service)**

WHEREAS, Article III, Section 3.1 of the Association's Bylaws empowers the Board of Directors to set policies for the Association and to adopt Rules and Regulations deemed necessary for the enjoyment of the Condominium;

WHEREAS, the Board of Directors previously promulgated Policy Resolution No. 95-11 which establishes a procedure for how the Association's site manager should provide "lock-out" services with the Association's emergency-key;

WHEREAS, the Board of Directors wishes to continue to provide "lock-out" services, but under circumstances which are more manageable to the Association and with a reduction of liability exposure for wrongful entry;

WHEREAS, the Board of Directors now deems it in the best interests of the Association to establish new and revised procedures for the Association's provision of "lock-out" service.

NOW, THEREFORE, BE IT RESOLVED THAT:

I. The Board of Directors establishes the following lock-out policy for unit owners and residents who request the Association to provide the Association's emergency-key for entry into the unit:

- (a) The Association will not provide any lock-out service with the Association's emergency key, as this key is for the purpose of assisting the officials of the Association in addressing emergencies for the Association.
- (b) The Association will continue to provide lock-out service to those unit owners who provide the Association with a convenience key.
- (c) Unit owners who wish to be eligible for lock-out service from the Association must complete and return to the Association the attached Authorization/Release of Claim form (Exhibit A). Unit owners who lease their units must provide the Association with the authority to provide lock-out service to their tenants. The form, along with the convenience key (if one hasn't already been provided) must be mailed or delivered to the Association's property management office.

- (d) The Association will not provide lock-out service to any owner who fails to complete and return the attached form to the Association, which will be filed by the Association at the on-site management office.
- (e) Individuals eligible for lock-out service must contact the on-site property manager when such service is desired; however, the Association does not guarantee any form of lock-out service, which shall be provided as a matter of courtesy and shall be completely dependent upon the availability and schedule of the on-site manager. The Association will send notice to the owners if there are any changes in the above information.
- (f) The on-site manager will accompany the individual who receives lock-out service to the unit. The Association will not charge any fee to the unit owner for such entry if the request is made during normal business hours. Subject to change without notice, the normal business hours of the on-site manager are:
- (1) Normal Business Hours: 9:00 a.m. to 2:00 p.m., Monday through Friday.
- (2) Non-Business Hours: The Association will charge \$50.00 for lock-out service after normal business hours if the request is made between the end of the normal business hours and 10:00 p.m. Monday through Thursday. The Association will charge unit owners \$75.00 for lock-out service if the request is made between 10:00 p.m. and the resumption of normal business hours Monday through Friday, and from the end of normal business hours on Friday through the resumption of business hours the next business day.
- (g) All applicable fees for lock-out service are due at the time service is rendered. If the fee is not paid at the time service is rendered, the Association reserves the power to specially assess the owner to collect the fee and a late charge. Such special assessment and late fee shall be collected in the manner provided for in Article IV of the By-Laws.
- (h) Only those unit owners who return to the Association the attached Authorization/Release of Claim form shall be eligible to receive lock-out service.
- (i) Unit Owners who are eligible for lock out service may submit a written request to the Managing Agent to allow a specified individual to enter the Unit

Owner's unit on a specified date and for a specified purpose.

II. Safeguard and Control of Convenience Keys

- (a) The keys will be maintained in a designated, secure location in the Community Center. The area in which the keys are stored will be kept locked at all times unless the Managing Agent or his designee is present. Keys will be maintained and kept in a locked, wall mounted key box marked for Convenience Keys. Security alarms will be utilized to the maximum extent possible to detect and warn of improper entry into the locked area.
- (b) Keys will not be removed from their locked key box except for casual or non-emergency purposes or for inventory purposes by the Managing Agent or his designee.
- (c) Access will be restricted to the Managing Agent and his designee. Keys to access the secure outer door and to the key box will be restricted to the Managing Agent and his designee. No one will be allowed entry into the area of the key box without the presence of the Managing Agent or his designee.

This Resolution shall supersede and replace Policy Resolution No. 95-11 previously promulgated by the Board of Directors.

This Resolution was duly adopted by the Board of Directors this _____ day of _____, 1997.

THE CHATEAUX, A CONDOMINIUM UNIT
OWNERS ASSOCIATION

By: _____
Jackson C. Shockley, President

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

REQUEST FOR LOCK-OUT SERVICE,
CONSENT FOR KEY DISTRIBUTION
RELEASE OF CLAIMS

Name: _____

Address: _____

If your address is _____
off-site, please _____
list unit address: _____

I hereby request The Chateaux, A Condominium Unit Owners Association to provide me with a lock-out service and authorize the Association to provide my convenience key to the following individuals for entry to my unit:

1. _____
2. _____
3. _____
4. _____
5. _____

In addition to providing my convenience key to the above individuals, I authorize The Chateaux, A Condominium Unit Owners Association to provide my convenience key to a specific individual on a specified date as I so instruct in writing.

In consideration for the lock-out service, I hereby release all claims against the Association and its employees, agents, Board members, and Committees from any liability for loss or damage to my personal and real property which occurs as a result of the distribution of my key to the above-named individuals. I acknowledge it is my responsibility to return the key to the Association and pay all applicable charges for the lock-out service as set forth in Policy Resolution 97-1.

Signature(s) Of Unit Owner:

_____ date

_____ date

FOR ASSOCIATION RECORDS ONLY

Form Received on _____

By: _____

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held _____
August 11, 1997

Motion by: Gay Heitz Seconded by: Chris Saunders

	VOTE:			
	YES	NO	ABSTAIN	ABSENT
<u>Jack Shockley</u> President	_____	_____	_____	<u>X</u>
<u>Vacant</u> Vice President	_____	_____	_____	_____
<u>Chris Saunders</u> Treasurer	<u>X</u>	_____	_____	_____
<u>J.R. Jones Sr</u> Secretary	<u>X</u>	_____	_____	_____
<u>Gay Heitz</u> Director	<u>X</u>	_____	_____	_____

ATTEST:

J.R. Jones Sr
Secretary

August 11, 1997
Date

Resolution effective: September 1, _____, 1997.

THE CHATEAUX CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 01-2002

SATELLITE DISH AND EXTERIOR ANTENNA RULES

RECITALS:

WHEREAS, the Association is responsible for the regulation and enforcement of architectural controls within the Condominium; and

WHEREAS, the Association's Bylaws prohibits unit owners from placing anything on the Association's common elements without the prior written approval of the Board of Directors; and

WHEREAS, the Federal Communications Commission adopted rules which were intended to supersede the regulations of community associations concerning the installation, maintenance, and use of direct broadcast satellite, television broadcast, and multipoint distribution service antennas; and

WHEREAS, the Board of Directors believes it is in the best interest of the Association for the Board to adopt reasonable regulations governing installation, maintenance, and use of exterior antennas consistent with the FCC rule which also protect the structural integrity of the Condominium's common element components; and

NOW, THEREFORE, the Board of Directors adopts the following restrictions and regulations for the Association, hereinafter referred to as the "Rules," which shall be binding upon all Owners and their family members, tenants, occupants, successors, heirs, and assigns who currently or in the future may possess any sort of property interest in a unit within the condominium; and which shall supersede any current restrictions of record or previously adopted rules on the same subject matter.

I. DEFINITIONS

A. **Antenna:** Any device used for the receipt of video programming services, including direct broadcast satellite dish (DBS), television broadcast antennas, and multipoint distribution service antennas (MDS). (The Board of Directors shall consider masts, cables, supports, conduits, wires, fasteners, or other accessories necessary for the proper installation, maintenance, and use of a reception antenna as part of the antenna.) Devices used for the transmission of any sort of signal are not included in the definition of antenna.

B. **Owner:** Any party named in a deed of record as an Owner of a unit in the condominium or any party who acts with the written permission of the Owner of a unit to install an antenna.

2. Owners (or anyone acting with the Owner's written permission) may install a MDS antenna that is one meter or less in diameter. MDS antennas which are larger than one meter in diameter are strictly prohibited.

3. Pursuant to the FCC rule, Owners (or anyone acting with the Owner's written permission) may install a regular TV antenna designed to receive broadcast stations.

4. Owners may not install any type of antenna which **transmits** a signal of any sort or disrupts the reception of the radios and television sets of neighbors. Such antennas are strictly prohibited.

5. Any type of antenna not specifically protected by the FCC rule is strictly prohibited.

6. Owners (or anyone acting with the Owner's written permission) may install no more than one antenna for each type of service.

B. Location

1. Owners must attach their antenna in one of the following designated locations:

- i. inside a window within the unit; or
- ii. on the metal railing or support pole of the balcony or patio;

or

If an Owner cannot receive an adequate signal reception from any of the designated locations, he may apply for an alternative location. The application must contain (i) a written certification that installation and attachment of the antenna in the designated locations would not afford sufficient signal strength for adequate reception, and (ii) a precise statement describing the alternative location where sufficient signal strength is adequate for reception. If the Owner does not submit an application, but chooses to instead submit a notice of installation and attachment, then the Owner must include this information with his notice.

The Association reserves the power to grant a variance from any of the Rules expressed herein whenever the Board deems a variance appropriate, but its main priority shall be to protect the structural integrity and aesthetic appearance of the condominium's common elements to the greatest degree possible; accordingly, the Board may consider the possibility of approving the attachment of antennas within certain locations of the common elements other than those locations expressed above.

6. Owners are responsible for any damage to the Association's common elements, another unit or any other person or property which is caused by or related to the attachment, installation or continued presence of any antenna within the property. Moreover, any Owner that installs an antenna must indemnify and hold harmless the Association, each member of the Board of Directors, the managing agent and any employee or contractor of the Association for any damage to the Association's common elements, another unit or any other person or property which is caused by or related to the installation, attachment or continued presence of any antenna within the property.

7. The Association reserves the power to specially assess the Owner for all costs to rectify any damages caused to the common elements during the Owner's installation, attachment or removal of the antenna.

8. Owners must permanently ground and properly affix all wiring in order to minimize the possibility of all safety hazards. Whenever an Owner removes the antenna, the Owner is responsible for the complete sealing of the area of penetration and proper disposal of any unused wiring. The Association reserves the right to enter any balcony or patio in order to inspect the area of installation and attachment in order to ensure compliance with this requirement.

9. Owners may not penetrate the exterior of any building to either install an antenna or to connect wiring from the antenna to the interior of their unit except under the flashing of the sliding glass door which leads to the balcony or patio. Any penetration under or through such flashing must be properly sealed to prevent water from penetrating into the building.

10. Owners shall ensure that the installation and attachment of their antennas does not obstruct access to or exit from any unit, walkway, ingress or egress from an area, electrical service equipment, or any other area that the Association's agents will need access to for the safe operation of the Condominium.

11. If an Owner's installation or attachment of an antenna requires the Owner to connect an antenna to any portion of the limited common elements that appertain to the Owner's unit, the Owner shall be responsible for restoring the limited common element to its original condition within 7 days of the removal of such antenna, satellite dish or mast.

D. Maintenance

1. Even though the Owner's antenna may be located within a limited common element area such as balcony or patio, the antenna shall always remain the property of the Owner; accordingly, the Owner shall have the full responsibility to maintain the antenna and the continuing duty to prevent the antenna from falling into disrepair or becoming a safety hazard.

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors of the Chateaux Condominium Unit

Owners Association held on March 12, 2002.

Motion by: Saunders Seconded by: Webster

OFFICER:	VOTE:			
	YES	NO	ABSTAIN	ABSENT
<u>Saunders</u> President	✓			
<u>Webster</u> Vice President	✓			
<u>Asst</u> Secretary	✓			
 Treasurer				
<u>Klisch</u> Director	✓			

ATTEST: DY

John Paul Allen Jr
Secretary

13 March 02
Date

Resolution effective: June 1st, 2002.

THE CHATEAUX, A CONDOMINIUM UNIT OWNERS ASSOCIATION

POLICY RESOLUTION NO. 03-01

(Policy regarding liability for damage caused by Association-provided services and equipment or appliances located on common elements)

WHEREAS, Article 3, Section 3.1 of the Bylaws grants the Board of Directors all of the powers and duties necessary for the administration of the affairs of the Association and the power to adopt any rules and regulations deemed necessary for the benefit and enjoyment of the Condominium; and

WHEREAS, the Association has recently received several complaints from unit owners who claim their vehicles were damaged by the condominium automatic garage door closing too quickly as they entered or exited the garage and who have requested reimbursement for damages from the Association; and

WHEREAS, Article 3, Section 3.18 of the Bylaws states "The Unit Owners Association shall not be liable for failure of water supply or other services to be obtained by the Association or paid for as a common expense, or for injury or damage to person or property caused by an act of God or by the unit owner of any condo unit, or any other person, or resulting from electricity, water, snow or ice which may leak or flow from or over any portion of the common elements or from any pipe, drain, conduit, appliance or equipment...."

WHEREAS, The Association deems it in the best interest of the community to adopt a policy that addresses and clarifies the Association's liability for injury or damage caused by or from services provided by the Association, or pipes, drains, equipment and appliances located on the common elements; and

NOW THEREFORE BE IT RESOLVED that the Board adopts the following policy.

1. The Association shall not be liable for any injury or damage that is caused to a unit owner or his/her property by any service that is obtained by the Association on behalf of the membership, or by any pipe, drain, appliance or equipment that is located on the common elements.
2. In the event a unit owner or his/her property is injured or damaged by any of the above, the owner shall report the injury or damage to the Association for the purpose of reporting any maintenance or repair concerns to the appropriate service provider, if necessary.
3. Each unit owner is responsible for notifying his/her own insurance company about the injury or damage if necessary, and shall not make a claim against the Association's insurance policy, as the Association shall bear no liability for such injury/damage.

4. Each unit owner is responsible for making a claim against the provider of the service or the manufacturer or provider of the equipment or appliance, when appropriate, and should the unit owner choose to do so.

Enacted this 9th day of Sept, 2003.

THE CHATEAUX, A CONDOMINIUM
UNIT OWNERS ASSOCIATION

By:



President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors of the Chateaux Condominium Unit Owners

Association held on September 9, 2003.

Motion by: Don Davis Seconded by: Jay Chivers

OFFICER:	VOTE:			
	YES	NO	ABSTAIN	ABSENT
<u>[Signature]</u> President	✓			
<u>[Signature]</u> Vice President	✓			
<u>[Signature]</u> Secretary	✓			
<u>[Signature]</u> Treasurer	✓			
<u>[Signature]</u> Director	✓			

ATTEST:

[Signature] 9-9-03
Secretary Date

Resolution effective: November 1, 2003.

CERTIFICATE OF MAILING OR DELIVERY

The Property Manager hereby attests that this Policy Resolution was mailed and/or hand-delivered to the addresses of record of the Unit Owners on this 30 day of October, 2003.

October 30, 2003
Date

Rhonda Murray
Rhonda Murray, Property Manager