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Recorded: 06/07/2007 at 08:55:41 AM
Fee Amt: \$12.00 Page 1 of 2
Revenue Tax: \$0.00
Polk County Iowa
JULIE M. HAGGERTY RECORDER
File# 2007-00103384

BK 12227 PG 956-957

RETURN TO:

Preparer; When recorded, Return to Conlin Properties, Inc., Attn: Alex 319 7th Street, Suite 500, Des Moines, Iowa 50309 246-8016

**WEST COVE HOMEOWNERS ASSOCIATION
RESOLUTION**

RULES OF ENFORCEMENT PROCEDURE

WHEREAS, the West Cove Homeowners Association has a Declaration of Residential Covenants, Conditions and Restrictions, and

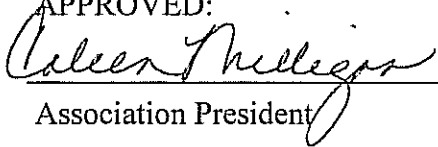
WHEREAS Article XIV, Section 16, of the Declaration empowers the Board of Directors and/or owner to enforce the Declaration of the Association,

WHEREAS, it is the intent that these regulations shall be applicable to all Owners and tenants, this resolution shall remain in effect until otherwise rescinded, modified, or amended by the Board of Directors or a majority of the owners,

NOW, THEREFORE, BE IT RESOLVED THAT the Association and/or Board of Directors hereby adopts the following procedures for enforcement of the Declaration of the Association,

- A. In order to begin the rules enforcement process, an owner must state to the Association and/or Board of Directors (preferably in writing) through the property management company.
 - 1) The person making the report must be identified.
 - 2) The person making the report will be called to testify at all hearings.
 - 3) Committees, as well as groups of owners or residents, may also bring reports.
 - 4) Upon request, attempts will be made to keep issues private but no guarantee as certain investigations require certain disclosures.

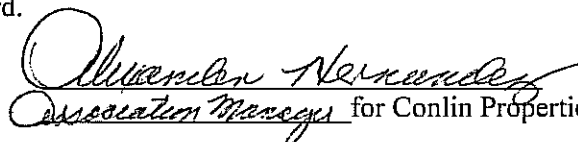
- B. Upon receipt of an alleged rule violation, a letter will be sent to the alleged violator, stating the alleged violation and the time period during which the alleged violation may be abated without further sanction.
- 1) A copy of this letter will be sent to the person originating the report.
 - 2) If the violation continues or is repeated, notification must be sent to the management company by a reporting owner (not necessarily the first owner who reported), alleging that the violation continues or is repeatedly existing.
- C. After the second notice of a report to the property management company,
1. A second notice will be sent to the alleged violator stating: the nature of the alleged violation; the action requested to cure the alleged violation; a statement that a sanction may be imposed; and the maximum amount of any sanction.
- D. The Association and/or Board of Directors will review all written evidence from both sides and then render a decision.
1. Should a fine be imposed, the suggested fine is \$500 per occurrence and/or \$20 per day (whichever is appropriate to the violation).
 2. Should a fine be imposed on the violator, standard collection procedures will be pursued, which include filing a lien on the unit for nonpayment of the fine, use of small claims court and ultimately, foreclosure, if necessary.
- E. Should a situation arise that poses an immediate danger to life, health, property, the Association and/or Board of Directors retains the authority to take immediate action to rectify the situation.
- F. In the case of non-owner-occupied properties, all residents and owners will be provided copies of all correspondence.

APPROVED:

 Association President

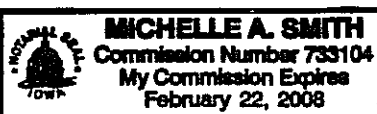
DATE: May 30, 2007


AFFIDAVIT OF TRUE RECORD

The undersigned, as keeper/custodian of records for Conlin Properties, Inc., does hereby state that all documents produced, are, to be best of the knowledge and belief of the undersigned, complete and true and accurate and are unsanitized copies of the actual original record.


 Shannon Hernandez for Conlin Properties, Inc.

Subscribed and sworn to before me, the undersigned, a Notary Public in and for the State of Iowa.




 My commission expires 2-22-08