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Recorded: 12/04/2003 at 11:31:25 AM
Fee Amt: \$26.00 Page 1 of 4
Revenue Tax: \$0.00
Polk County Iowa
TIMOTHY J. BRIEN RECORDER
File# 2003-00074259
BK 10296 PG 891-894

Fee:
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Type of Document:

Prepared By: *Arden Properties*
 MARY BUSTIN 319 7th ST SE 500 DM 50309 246-8016
 Individual's Name Street Address City Zip Phone

Address Tax
 Statement: Individual's Name Street Address City Zip Phone

Timothy J. Brien

111 Court Avenue Room #250
Des Moines, IA 50309-2251
515-286-3160
www.co.polk.ia.us

Polk County Recorder

**CORNERSTONE AT GEORGETOWN
TOWNHOMES OWNERS ASSOCIATION**

RESOLUTION

RULES ENFORCEMENT PROCEDURE

WHEREAS, the Condominium has a Declaration, Bylaws, and Rules and Regulations, and,

WHEREAS Article VII of the Bylaws of the Condominium empower the Board of Directors to enforce the Declaration, Bylaws, and the Rules and Regulations, and,

WHEREAS the Iowa Condominium Act specifies (Section 499B) how to enforce the Declaration, Bylaws, and Rules and Regulations,

NOW, THEREFORE, BE IT RESOLVED THAT the Condominium will enforce said Declaration, Bylaws, and Rules and Regulations with the following procedure:

A. In order to begin the rules enforcement process, an owner must state in writing to the Board of Directors through the property management company any rule violation he or she wishes to complain about.

1. The person making the complaint must be identified in the letter.
2. The person making the complaint will be called to testify at all hearings.
3. Committees, as well as groups of owners or residents, may also bring complaints.

B. Upon receipt of an alleged rule violation letter stating the date and approximate time of the 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 complaint.
2. If the violation persists seven (7) days after the date of the letter, a second letter must be sent by a complaining owner (not necessarily the first owner who complained), alleging that the violation exists.

RULES ENFORCEMENT PROCEDURE
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C. After two letters are sent by the property management company, a fine will begin of \$5 a day, seven (7) days after the 2nd letter.

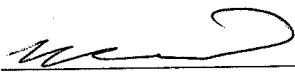
D. Should a fine be imposed on the violator, standard collection action will be pursued, which includes filing a lien on the unit for nonpayment of the fine and, ultimately, foreclosure, if necessary.

E. Should a situation arise that poses an immediate danger to life, health and property, the Board of Directors retains the authority to take immediate action to rectify the situation.

F. In the case of nonowner-occupied properties, all residents and owners will be provided copies of all correspondence.

APPROVED:

DATE: Nov 20 2003



President



Secretary

AFFIDAVIT OF TRUE RECORD

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

Mary B. Bustin
MARY B. BUSTIN for Conlin Properties, Inc.
Its _____

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



[Signature]
My commission expires 3-28-06.