

Brook Run Village Owners Association

Schedule of Fines and Late Fees

Brook Run Village is an Official Plat, located in the City of Des Moines, Polk County, Iowa, in accordance with and subject to the First Amended and Restated Declaration of Covenants for Brook Run Village recorded on August 2, 2019, in Book 17433, Page 282 in the records of the Polk County, Iowa Recorder.

Each Owner shall strictly comply with and shall cause each of such Owner's Guests or Tenants to strictly comply with, all of the provisions of the Declarations, Articles, Bylaws and Rules and Regulations of the Association; and any decisions and resolutions of the Association or the Board, as the same may be lawfully amended from time to time.

Failure to provide tenants with a copy of association documents does not waive responsibility for adhering to said documents. All fines are issued to Owners, not tenants, and become an automatic lien on your title.

Penalties & Enforcement

1. Residents/owners violating any of the rules of the Recorded Association Documents will be given one warning in writing and a timeframe for compliance.
 - a. Upon the second written notice of violation, Owners will be assessed a fine up to and including \$25 per day for a timeframe equal to that stated in the first notice.
 - b. Upon the third written notice of violation, Owners will be assessed a fine up to and including \$50 per day for a timeframe equal to that stated in the first notice.
 - c. Upon the fourth and any subsequent written notice of violation, Owners will be assessed a fine up to and including \$100 per day for a timeframe equal to that stated in the first notice.
2. Appeals of any violations can be submitted in writing to the property management company who will then forward it on to the Board of Directors for consideration. All homeowners are encouraged to attend Board Meetings to appeal a violation.
3. All penalties that are levied for failure to comply with these rules are to be paid promptly. All unpaid fines are automatically attached as a lien to the property per Iowa law.

Late Fees

1. Association dues are due on January 1st. They are considered late if not received by March 1st at which time a \$25 late fee will be assessed.
2. Any Homeowner who has an outstanding balance of \$375.00 or more shall be turned over to a third- party collections company and shall be subject to additional costs.
3. The Association may file a lien against any title at any time for unpaid late fees, assessments, or other fees as allowed by the Master Declaration of Covenants. There will be a \$25 service fee assessed to the homeowner to file a lien and another \$25 service fee to file a satisfaction of lien.