RECORDED FEBRUARY 29, 1980 BK 247 PG 300 NO 785770 MARGARET LEWIS, COUNTY CLERK DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS

CENTENNIAL TOWNHOUSE ADDITION

THIS DECLARATION is made on the date hereinafter set forth by C & C Investment Company, Inc., hereinafter referred to as "Declarant".

WITNESSETH:

WHEREAS, Declarant is the owner of certain property situated in the City of Sheridan, County of Sheridan, State of Wyoming, which is more particularly described as:

Lots 1 through 6 and Tract A of the Centennial Townhouse Addition, a Re-Subdivision of Lots 9, 10 and 11 of Block 7 of the Wyoming Mutual Investment Company's Addition to the City of Sheridan, according to a plat of the said Centennial Townhouse Addition, the same which is platted and of record in the office of the County Clerk and Ex-Officio Registrar of Deeds of Sheridan County, Wyoming, such plat by reference being specifically made a part hereof in all respects as if fully set forth herein;

and

WHEREAS, the Declarant intends to sell lots contained in such subdivision and dedicate certain areas located within the boundaries of the addition to the common ownership of those with legal title to the individual lots.

NOW, THEREFORE, Declarant hereby declares that all of the properties described above shall be held, sold and conveyed subject to the following easements, restrictions, covenants and conditions, which are for the purpose of protecting the value and desirability of, and which shall run with, the real property and be binding on all parties having any right, title or interest in the described properties or any part thereof, their heirs, successors and assigns, and shall inure to the benefit of each owner thereof.

ARTICLE I

**DEFINITIONS** 

Section 1. "Declarant" shall mean and refer to the

above-named corporation.

Section 2. "Association" shall mean and refer to the entity comprised of the owners of the individual units charged with the decision making and management functions of the Centennial Townhouse Addition, and all successors of such entity.

Section 3. "Owner" shall mean the record owner, whether one or more persons or entities, of a fee simple title to any lot which is a part of the Townhouse properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

Section 4. "Unit" when used independently herein refers to the real property and improvements comprising each of the six individual lots which are being conveyed by fee simple title according to the Declarant's plan of development, which this declaration is an integral part.

Section 5. "Common Area" shall mean all real property (including the improvements thereto) owned by the Association for the common use and enjoyment of the owners. The common area to be owned by the Association at the time of the conveyance of the first lot is described and delineated on the plat of the Centennial Townhouse Addition recorded in the office of the County Clerk and Ex-Officio of records for Sheridan County, Wyoming.

# Section 6. "Common Expenses" include:

- (1) Expenses of administration and expenses of maintenance, operation, repair or replacement of the common area, and the repairs, if any, of units repaired or maintained by the Association;
- (2) Expenses declared common expenses by provisions of this Declaration or by the implementing By-Laws for the Association;

(3) Any valid charge against the Townhouse property as a whole, such as ad valorem taxes and insurance.

Section 7. "Utility Services" as used herein and in the By-Laws of the Association shall include, but not by limitation, electric power, gas, hot and cold water, heating, refrigeration, air conditioning, communications, and garbage and sewage disposal.

#### ARTICLE II

#### PROPERTY RIGHTS

Section 1. Ownership of Lots. To each owner shall be conveyed fee simple title, by good and sufficient warranty deed, to the real property and improvements constituting such owner's unit.

Section 2. Common Areas. In addition to the above, every owner shall have a right and easement of enjoyment in and to the common area which shall be appurtenant to and shall pass with title to every lot, subject to the hereinafter enumerated easements and restrictions, and subject also to the rules and regulations contained in the By-Laws of the Association.

### ARTICLE III

#### EASEMENTS

The following easements are covenants running with the land of all private units and common-area property:

- (a) <u>Utility Easements</u>. Utility easements are reserved throughout the property as may now exist, or may reasonably be required for any utility service as above defined in order to adequately serve the individual owners and the collective members of the Association.
- (b) <u>Ingress and Egress</u>. The right of access to each unit is reserved to the Declarant for so long as

Declarant owns fifty percent (50%) or more of the Townhouse properties, and to the Association thereafter, and to the authorized agents or representatives of the Declarant or Association, for any of the following purposes:

- To correct any condition originating in any individual unit which threatens the real or personal property of another unit or the common areas;
- (2) To install, operate, alter or repair utility equipment serving the common areas or threatening to injure the property of other units; and
- (3) To correct any condition which violates the provisions of this Declaration, the By-Laws of the Association, or any mortgage covering another unit.

Requests for such such entry shall be made in advance, and such entry shall be scheduled for a time reasonably convenient to the unit owner. However, in case of an emergency, such right of entry shall be immediate, whether the unit owner is present at the time or not.

(c) Easements and Parking Areas. Easements are reserved to the owners of units in the Centennial Townhouse Addition for pedestrian and vehicular traffic over, through and across such drives and parking areas as from time to time may be paid and intended for such purposes. Ownership of each lot shall entitle the owner or owners thereof to the use of not more than Three automobile parking spaces, which shall be as near and convenient to such lot as reasonably possible, together with the right of ingress and egress in and upon such parking areas. The Association shall permanently assign one vehicle parking spaces for each dwelling.

(d) Easement of Unintentional and Non-Negligent Encroachments. If the improvements on any

unit shall encroach upon a common area, or upon any other unit by reason of original construction or by non-purposeful or non-negligent act of the unit owner, then an easement appurtenant of such encroaching unit, to the extent of such encroachment, shall exist so long as the encroachment shall exist. If any common-area improvement shall encroach upon the property of an individual unit owner by reason of existing engineering errors or by non-purposeful or non-negligent acts of the Association, then an easement appurtenant to such common area shall exist in favor of the unit owner, to the extent of such encroachment, for as long as such encroachment shall exist.

#### ARTICLE IV

#### RESTRICTIONS

Section 1. Building Restrictions. No building, fence, wall or other structure shall be commenced, erected or maintained upon the properties, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, time, shape, height, materials, and location of the same shall have been submitted to and approved, in writing, as to harmony of external design and location in relation to surrounding structures and topography, by the Board of Directors of the Association, or by a committee duly appointed by the Board. In the event such Board, or its designated committee, fails to approve or disapprove such design, location and construction within thirty (30) days after such plans and specifications have been submitted to it, approval will not be required, and this provision will be deemed to have been fully complied with.

Section 2. Exterior Maintenance. In addition to maintenand upon the common area, the Association shall provide exterior maintenance upon each lot which is subject to assessment hereunder, as follows: paint, repair, replacement and care of roofs, gutters, downspouts, exterior building surfaces, trees, shrubs. grass, walks and other exterior improvements. Such exterior maintenance shall not include glass surfaces. A unit owner shall not make any of the foregoing improvements to the exterior of the premises without the written approval of the Association.

# Section 3. Use Restrictions.

- (a) Each unit within this Townhouse Association shall be used for single-family residential purposes only; and no additional structure shall be erected, placed or permitted on existing lots, nor shall the existing premises be structurally altered without approval of the Association.
- (b) No structure of a temporary character of any description whatsoever, nor any trailer, basement, tent, shack, garage, or other outbuilding shall be used or occupied upon any lot at any time as a residence, either temporarily or permanently. No building materials or other bulk property items not appropriate to the normal use and enjoyment of the premises shall be stored on any lot for a period of longer than ninety (90) days without the consent of the Association. No part of the property shall be used or maintained as a dumping ground for rubbish, trash, garbage and other wastes, except in designated areas and receptacles; and no debris of any kind or character, including old cars, building materials, garbage or trash shall ever be placed or permitted to accumulate upon any lot in the addition. The burning of garbage or trash in incinerators is prohibited, and all containers shall be secured against spillage.

- (c) No gasoline, propane or other inflammable fuel or material shall be stored in tanks or containers located in the dwelling premises.
- (d) No signs, billboards, posters, neon lights or advertising devices of any kind or character shall be erected or displayed upon any lot, except approved signs displayed to identify the occupants of a dwelling or for purposes of sale or lease, which sign shall not exceed four square feet in the area.
- (e) No trailer, boat, camper, or other recreationaltype vehicle shall be situated or parked on any lot within the addition or in the common area for more than four consecutive days, nor more than twenty (20) days within any calendar year without the express consent of the Association.
- (f) No excavation shall be undertaken by any unit owner on his lot, or in the common area, without prior notice and consent of the Association.
- (g) No permanent clothes lines shall be erected on any private or common property. Any clothes line posts or poles shall be of a removable type, unless enclosed or screened from obvious view.
- (h) No television or other communication tower or structure shall be placed on property constituting the common area; and any such tower or structure constructed on unit property shall be first approved by the Association.
- (i) No weeds, underbrush or unsightly growth of plants shall be permitted to grow or remain upon any lot in the subdivision, and all lots shall be kept mowed and clear of any trash, debris or waste in accordance with this Declaration and the By-Laws of the Association.
- (j) No outside illumination equipment or fixtures which will be detached from the residential premises

shall be constructed without the prior consent of the Association.

- (k) No noxious or offensive activity shall be carried on within the Townhouse Addition, or upon any lot at any time, nor shall anything be done which may constitute an annoyance or nuisance to any other owner within the Addition.
- (1) No birds, dogs, pets, animals of any kind shall be bred, raised, or maintained for commercial purposes within the Townhouse Subdivision. Domestic animals intended for family pets shall not be permitted to run at large; and all pets shall be kept either in the dwelling or in an approved enclosure.
- (m) Additional restrictions or covenants not in conflict with those herein contained may be adopted by the Association and incorporated in any contract or deed for the sale or conveyance of an individual unit. Such additional restrictions shall inure to the benefit of and be binding upon the parties in the same manner as they have been expressed herein.

## ARTICLE V

ASSOCIATION MEMBERSHIP AND VOTING RIGHTS

Section 1. Every owner of a lot which is subject to assessment shall be a member of the Association. Membership shall be appurtenant to and may not be separated from ownership of any lot which is subject to assessment.

Section 2. The Association shall have two classes of voting membership:

Class A. Class A members shall be all Owners, with the exception of the Declarant, and shall be entitled to one vote for each unit owned. When more than

one person holds an interest in any unit, all such persons shall be members. The vote for such unit shall be exercised as the owners determine, but in no event shall more than one vote be cast with respect to any unit.

Class B. The Class B members shall be the Declarant and shall be entitled to two (2) votes for each lot owned.

The Class B membership shall cease and be converted to Class A membership on the happening of either of the following events, whichever occurs first:

- (a) When the total votes outstanding in the Class A membership exceeds the total votes outstanding in the Class B membership; or
- (b) On Describer 3/ , 1981

#### ARTICLE VI

#### COVENANT FOR MAINTENANCE ASSESSMENTS

# Section 1. Creation of Lien and Personal Obligation of Assessments.

The Declarant, for each lot owned by Declarant within the Townhouse Addition, hereby covenants, and each Owner of any lot by acceptance of a deed therefor, whether or not it shall be so expressed in said deed, is deemed to covenant and agree to pay to the Association:

- (a) Annual assessments or charges, and
- (b) Special assessments or capital improvements, such assessments be established and collected as hereinafter provided.

The annual and special assessments, together with interest, costs, and reasonable attorneys fees shall be a charge on the land and shall be a continuing lien upon the property against which each such assessment is made. Each assessment, together with interest, costs, and reasonable attorneys fees, shall also

be the personal obligation of the person who was the Owner of such property at the time when the assessment fell due. The personal obligation for delinquent assessment shall not pass to his successor in title unless expressly assumed by the successor.

:

Section 2. Purpose of Assessments. The assessments levied. by this instrument and subsequently by the Association shall be used exclusively to promote the health, safety and welfare of the owners in the properties and for the improvement and maintenance of the common area.

Section 3. Maximum Annual Assessment. Until January 1 of the year immediately following the conveyance of the first lot to an Owner, the maximum annual assessment shall be first dollars (\$ 500@2) per Lot.

- (a) From and after January 1 of the year immediately following the conveyance of the first lot to an Owner, the maximum annual assessment may be increased each year not more than 5% above the maximum assessment for the previous year without a vote of the membership.
- (b) From and after January 1 of the year immediately following the conveyance of the first lot to an Owner, the maximum annual assessment may be increased above 5% by a vote of two-thirds (2/3) of each class of members who are voting in person or by proxy, at a meeting duly called for this purpose.
- (c) The Association may fix the annual assessment at an amount not in excess of the maximum.

Section 4. Special Assessments for Capital Improvements.

In addition to the annual assessments authorized above, the

Association may levy, in any assessment year, a special assessment applicable to that year only for the purpose of defraying,
in whole or in part, the cost of any construction, reconstruction,

309

4.56.77.14

repair or replacement of a capital improvement upon the Common Area, or for exterior maintenance as above defined, including fixtures and personal property related thereto, provided that any such assessment shall have the assent of two-thirds (2/3) of the votes of each class of members who are voting in person or by proxy at a meeting duly called for this purpose.

# Section 5. Notice and Quorum for Any Action Authorized Under Sections 3 and 4.

Written notice of any meeting called for the purpose of taking any action authorized under Section 3 or 4 shall be sent to all members not less than 30 days nor more than 60 days in advance of the meeting. At the first such meeting called, the presence of members or of proxies entitled to cast sixty percent (60%) of all the votes of each class of membership shall constitute a quorum. If the required quorum is not present, another meeting may be called subject to the same notice requirement, and the required quorum at the subsequent meeting shall be one-half (1/2) of the required quorum at the preceding meeting. No such subsequent meeting shall be held more than 60 days following the preceding meeting.

Section 6. Uniform Rate of Assessment. Both annual and special assessments must be fixed at a uniform rate for all lots and may be collected on a monthly basis.

# Section 7. Date of Commencement of Annual Assessments:

The annual assessments provided for herein shall commence as to all lots on the first day of the month following the conveyance of the Common Area. The first annual assessment shall be adjusted according to the number of months remaining in the calendar year. The Assocaition shall fix the amount of the annual assessment against each lot at least thirty (30) days in advance of each annual assessment period. Written

notice of the annual assessment shall be sent to every Owner subject thereto. The due dates shall be established by the Association. The Association shall, upon demand, and for a reasonable charge, furnish a certificate signed by an officer of the Association setting forth whether the assessments on a specified lot have been paid. A properly executed certificate of the Association as to the status of assessments on a lot is binding upon the Association as of the date of its issuance.

# Section 8. Effect of Nonpayment of Assessments: Remedies of the Association.

Any assessment not paid within thirty (30) days after the due date shall bear interest from the due date at the rate of 10 percent per annum. The Association may bring an action at law against the Owner personally obligated to pay the same, or foreclose the lien against the property. No owner may waive or otherwise escape liability for the assessments provided for herein by non-use of the Common Area or abandonment of his lot.

Section 9. Subordination of the Lien to Mortgages. The lien of the assessments provided for herein shall be subordinate to the lien of any first mortgage. Sale or transfer of any lot shall not affect the assessment lien. However, the sale or transfer of any lot pursuant to mortgage foreclosure or any proceeding in lieu thereof, shall extinguish the lien of such assessments as to payments which became due prior to such sale or transfer. No sale or transfer shall relieve such lot from liability for any assessments thereafter becoming due or from the lien thereof.

ent.

9

#### ARTICLE VII

### MISCELLANEOUS PROVISIONS

Section 1. Enforcement. The Association, or any Owner, shall have the right to enforce, by any proceeding at law or

in equity, all restrictions, conditions, covenants, reservations, liens and charges now or hereafter imposed by the provisions of this Declaration. Failure by the Association or by any Owner to enforce any covenant or restriction herein contained shall in no event be deemed a waiver of the right to do so thereafter.

Section 2. Severability. Invalidation of any one of these covenants or restrictions by judgment or court order shall in no wise affect any other provisions which shall remain in full force and effect.

Section 3. Amendment. The covenants and restrictions of this Declaration shall run with and bind the land, for a term of twenty (20) years from the date this Declaration is recorded, after which time they shall be automatically extended for successive periods of ten (10) years. This Declaration may be amended during its existence by an instrument signed by not less than seventy-five percent (75%) of the Unit Owners. Any amendment must be recorded.

Section 4 FHA/VA Approval. As long as there is a Class B membership, the following actions will require the prior approval of the Federal Housing Administration or the Veterans Administration: Dedication of Common Area, and amendment of this Declaration of Covenants, Conditions and Restrictions.

IN WITNESS WHEREOF, the undersigned, being the Declarant herein, has hereunto set its hand and seal this 15th day of February, 1980.

C & C INVESTMENT COMPANY, INC.

By Conf H Contonume
President - Declarant

asil train

(Corporate Seal)

SIXI.

ronv.

CENTENNIAL ENTERPRISES

Robert A. Barkley Translate

ATTEST:

Secretary

Spriggs

- 13 -

STATE OF WYOMING

) | \$8

County of Sheridan

The foregoing instrument was acknowledged before me this 15th day of February, 1980, by Carl Cantonwine,

President of C & C Investment Company, Inc.

WITNESS my hand and official seal

Norary Public

My Commission expires:

Lis Commission expires June 1, 1982

STATE OF WYOMING

J....

County of Sheridan

The foregoing instrument was acknowledged before me this 2916 ay of Schuary, 1980, by Robert A. Barkley,

President of Centennial Enterprises.

WITNESS my hand and official seal

Notary Publ

My Gommission expires:

OF

# CENTENNIAL TOWNHOUSE ADDITION ASSOCIATION

#### ARTICLE I

NAME AND LOCATION. The name of the corporation is

CENTENNIAL TOWNHOUSE ADDITION, hereinafter referred to as the
"Association". The principal office of the corporation shall
be located at /9/6 Vol Vista but meetings
of members and directors may be held at such places within the
State of Wyoming, County of Sheridan, as may be designated by
the Board of Directors.

#### ARTICLE II

#### DEFINITIONS

Section 1. "Association" shall mean and refer to Centennial Townhouse Addition, its successors and assigns.

Section 2. "Common Area" shall mean all real property owned by the Association for the common use and enjoyment of the Owners.

Section 3. "Lot" shall mean and refer to any plot of land shown upon any recorded subdivision map of the Properties with the exception of the Common Area.

Section 4. "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of the fee simple title to any Lot which is a part of the properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

Section 5. "Declarant" shall mean and refer to C & C Investment Company, Inc., a Wyoming corporation, its successors and assigns if such successors or assigns should acquire more than one undeveloped Lot from the Declarant for the purpose of development.

Section 6. "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions applicable to the Properties recorded in the Office of the Sheridan

County Clerk and Ex-Officio Registrar of Deeds.

Section 7. "Member" shall mean and refer to those persons entitled to membership as provided in the Declaration.

#### ARTICLE III

## MEETING OF MEMBERS

Section 1. Annual Meetings. The first annual meeting of the members shall be held within one year from the date of incorporation of the Association, and each subsequent regular annual meeting of the members shall be held on the same day of the same month of each year thereafter, at such time as may be provided by notice. If the day for the annual meeting of the members is a legal holiday, the meeting will be held at the same hour on the first day following which is not a legal holiday.

Section 2. Special Meetings. Special meetings of the members may be called at any time by the president or by the .\*

Board of Directors, or upon written request of the members who are entitled to vote one-fourth (1/4) of all of the votes of the Class A membership.

Section 3. Notice of Meetings. Written notice of each meeting of the members shall be given by, or at the direction of, the secretary or person authorized to call the meeting, by mailing a copy of such notice, postage prepaid, at least 15 days before such meeting to each member entitled to vote thereat, addressed to the member's address last appearing on the books of the Association, or supplied by such member to the Association for the purpose of notice. Such notice shall specify the place, day and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

Section 4. Quorum. The presence at the meeting of members entitled to cast, or of proxies entitled to cast, one-tenth (1/10) of the votes of each class of membership shall constitute a quorum for any action except as otherwise

provided in the Articles of Incorporation, the Declaration, or these By-Laws. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented.

Section 5. Proxies. At all meetings of members, each member may note in person or by proxy. All proxies shall be in writing and filed with the secretary. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his Lot.

#### ARTICLE IV

BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE

Section 1. Number. The affairs of this Association shall
be managed by a Board of three (3) directors, who need not
be members of the Association.

Section 2. Term of Office. At the first annual meeting the members shall elect three (3) successor directors for a term of one year; and at each annual meeting thereafter the members shall elect three (3) directors to replace those presently tenured. Individual directors may be reelected to serve for no more than three (3) successive, one-year terms.

Section 3. Removal. Any director may be removed from the Board, with or without cause, by a majority vote of the members of the Association. In the event of death, resignation or removal of a director, his successor shall be selected by the remaining members of the Board and shall serve for the unexpired term of his predecessor.

Section 4. Compensation. No director shall receive compensation for any service he may render to the Association. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties. Section 5. Action Taken Without a Meeting. The directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the directors. Any action so approved shall have the same effect as though taken at a meeting of the directors.

#### ARTICLE V

## NOMINATION AND ELECTION OF DIRECTORS

Section 1. Nomination. At the first annual meeting of the Association, and at each annual meeting thereafter nominations for election to the Board of Directors shall be made from the floor. Nominations shall be made only from among members of the Association.

Section 2. Election. Election to the Board of Directors shall be by secret written ballot. At such election the members or their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

#### ARTICLE VI

#### MEETINGS OF DIRECTORS

<u>Section 1.</u> Regular Meetings. Regular meetings of the Board of Directors shall be held quarterly, without notice, at such place and hour as may be fixed from time to time by resolution of the Board.

<u>Section 2.</u> <u>Special Meetings.</u> Special meetings of the Board of Directors shall be held when called by the president of the Association, or by any two directors, after not less than three (3) days notice to each director.

Section 3. Quorum. A majority of the number of directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the directors present at a duly held meeting at which a quorum is

present shall be regarded as the act of the Board.

#### ARTICLE VII

POWERS AND DUTIES OF THE BOARD OF DIRECTORS

Section 1. Powers. The Board of Directors shall have power to:

- (a) Adopt and publish rules and regulations governing the use of the Common Area and facilities, and the personal conduct of the members and their guests thereon, and to establish penalties for the infraction thereof;
- (b) Suspend the voting rights and right to use the Common Area of a member during any period in which such member shall be in default in the payment of any assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed 60 days for infraction of published rules and regulations;
- (c) Exercise for the Association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these By-Laws, the Articles of Incorporation, or the Declaration;
- (d) Declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of Directors; and
- (e) Employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.
- Section 2. Duties. It shall be the duty of the Board of Directors to:
  - (a) Cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the

members, or at any special meeting when such statement is requested in writing by one-third (1/3) of the Class A members who are entitled to vote;

- (b) Supervise all officers, agents and employees of this Association, and to see that their duties are properly performed;
  - (c) As more fully provided in the Declaration, to:
  - (1) Fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period;
  - (2) Send written notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of each annual assessment period;
  - (3) Foreclose the lien against any property for which assessments are not paid within thirty (30) days after due date or to bring an action at law against the owner personally obligated to pay the same.
  - (d) Issue, or to cause an appropriate officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;
  - (e) Procure and maintain adequate liability and hazard insurance on property owned by the Association;
  - (f) Cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate;
    - (g) Cause the Common Area to be maintained.

#### ARTICLE VIII

#### OFFICERS AND THEIR DUTIES

Section 1. Enumeration of Offices. The officers of this Association shall be a president and vice-president, who shall at all times be members of the Board of Directors, a secretary, and a treasurer, and such other officers as the Board may from time to time by resolution create.

Section 2. Election of Officers. The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the members.

Section 3. Term. The officers of this Association shall be elected annually by the Board and each shall hold office for one (1) year unless he shall sooner resign, or shall be removed, or otherwise disqualified to serve.

Section 4. Special Appointments. The Board may elect such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

Section 5. Resignation and Removal. Any officer may be removed from office with or without cause by the Board. Any officer may resign at any time giving written notice to the Board, the president or the secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 6. Vacancies. A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer he replaces.

Section 7. Multiple Offices. The offices of secretary and treasurer may be held by the same person. No person shall

simultaneously hold more than one of any of the other offices except in the case of special offices created pursuant to Section 4 of this Article.

 $\underline{\text{Section 8}}$ .  $\underline{\text{Duties}}$ . The duties of the officers are as follows:

#### President

(a) The president shall preside at all meeting of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds and other written instruments and shall co-sign all checks and promissory notes.

#### Vice-President

(b) The vice-president shall act in the place and stead of the president in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

#### Secretary

(c) The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; serve notice of meetings of the Board and of the members; keep appropriate current records showing the members of the Association together with their addresses, and shall perform such other duties as required by the Board.

#### Treasurer

(d) The treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the Association; keep proper books of account; cause an annual audit of the Association books to be made by a public accountant at the completion of each fiscal year; and shall prepare an

- 8 -

annual budget and a statement of income and expenditures to be presented to the membership at its regular annual meeting, and deliver a copy of each to the members.

#### ARTICLE IX

#### COMMITTEES

The Association may appoint an Architectural Control Committee, as provided in the Declaration, and a Nominating Committee, as provided in these By-Laws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

#### ARTICLE X

#### BOOKS AND RECORDS

The books, records and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any member. The Declaration, the Articles of Incorporation and the By-Laws of the Association shall be available for inspection by any member at the principal office of the Association, where copies may be purchased at reasonable cost.

#### ARTICLE XI

#### **ASSESSMENTS**

As more fully provided in the Declaration, each member is obligated to pay to the Association annual and special assessments which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within thirty (30) days after the due date, the assessment shall bear interest from the date of delinquency at the rate of ten (10%) percent per annum, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property, and interest, costs, and reasonable

attorney's fees of any such action shall be added to the amount of such assessment. No Owner may waiver or otherwise escape liability for the assessments provided for herein by nonuse of the Common Area or abandonment of his Lot.

#### ARTICLE XII

#### CORPORATE SEAL

No corporate seal shall be required to formalize the acts of the Association. The signature of its president and attestation of its secretary, when required, shall bind the Association for all purposes.

#### ARTICLE XIII

#### AMENDMENTS

Section 1. These By-Laws may be amended, at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person or by proxy, except that the Federal Housing Administration or the Veterans Administration shall have the right to veto amendments while there is Class B membership.

Section 2. In the case of any conflict between the Articles of Incorporation and these By-Laws, the Articles shall control; and in the case of any conflict between the Declaration and these By-Laws, the Declaration shall control.

#### ARTICLE XIV

#### **MISCELLANEOUS**

The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December of every year, except that the first fiscal year shall begin on the date of incorporation.

IN WITNESS WHEREOF, WE, being all of the directors of the Centennial Townhouse Addition Association, have hereunto set our hands this 15th day of Fasavaar, 1980.

menno head I head

- 10 -

STATE OF WYOMING

) ) 55

County of Sheridan

The foregoing instrument was acknowledged before me this 15th day of February, 1980, by Carl C. and Carl H

antonwine

WITNESS my hand and official seal

Notary Public

My Commission expires:

My Commission empires June 1, 1982

#### CERTIFICATION

I, the undersigned, do hereby certify:

That I am the duly elected and acting secretary of the Centennial Townhouse Addition Association, a Wyoming corporation, and,

That the foregoing By-Laws constitute the original By-Laws of said Association, as duly adopted at a meeting of the Board of Directors thereof, held on the 15th day of Februar, 1980.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this /5-4 day of

ExbAURY , 1980.

Secretary