

**BY-LAWS**  
**of**  
**THE COMMUNITY PLAZA HOME OWNERS ASSOCIATION**

**ARTICLE I**

Name and Purpose

The Community Plaza, a condominium apartment house project, has been constructed and developed, and the units thereon have been sold, after issuance of a PUBLIC REPORT by the California Division of Real Estate. The purpose of these By-laws is to supplement in certain respects the conditions, covenants and restrictions, hereinafter referred to as "conditions", heretofore recorded for the benefit of said project, and a management agreement heretofore executed by all purchasers and owners of units in said project:

**ARTICLE II**

Meetings of the Owners

1. Place of Meetings: Meetings of the owners shall be held at such suitable place as may be designated by majority vote of the owners.

2. Annual Meetings: An annual meeting shall be held during the month of January each year. At such meeting, there shall be elected a President, Treasurer and Secretary, whose duties shall be as hereinafter provided. The owners may also transact at such annual meeting such other business as may properly come before them. Specific Committees, e.g., Landscaping shall be established, as deemed appropriate to support ongoing project activities.

3. Special Meetings: The President may call a special meeting of the owners at any time he deems the same necessary, or any five owners may petition the President in writing to call a special meeting, and in such event, the calling of such meeting by the President shall be mandatory.

4. Notice of Meetings: It shall be the duty of the President, to give notice of each annual or special meeting, stating the time and place where it is to be held. Notice shall be sent to the address or Email address as may appear on the Secretary's records, at least three days prior to a special meeting and 30 days prior to the annual meeting. In the case of special meetings, such notice shall state the purpose for which

said meeting is called.

5. Quorum: At all meetings of the owners, owners of nine buildings present in person or by proxy shall constitute a quorum.

6. Proxies: Proxies must be filed with the Secretary before the appointed time of each meeting.

7. Order of Business: The order of business at all meetings of the owners shall be as follows:

- a. Roll call.
- b. Proof of notice of meeting or waiver of notice.
- c. Reading of Minutes of preceding meeting.
- d. Reports of Officers.
- e. Election of Officers (Annual meeting only).
- f. Unfinished business.
- g. New business.

8. Parliamentary Procedure: All questions of Parliamentary procedure shall be decided in accordance with Roberts' Rules of Order.

### **ARTICLE III**

#### Officers

1. Designation: The officers shall be a President, Treasurer and Secretary.

2. Election of Officers: The officers shall be elected by the owners at the annual meeting, and shall hold office for one year, or at the pleasure of the owners.

3. Removal of Officers: Upon an affirmative vote of fifty-one (51%) percent of the owners present and entitled to vote in any duly constituted meeting, any officer may be removed, either with or without cause, and his successor elected at any regular or special meeting of the owners called for that purpose.

4. Vacancies: In the event of a vacancy in any office because of death, incapacity, resignation, removal or any other cause, such vacancy shall be filled as promptly as possible by vote of the owners in the manner prescribed in the By-laws for regular election to such office.

5. President: The President shall preside at all meetings and shall have all of the powers and duties which are usually vested in the office of President of a non-profit corporation, including but not limited to the power to appoint committees

from among the owners, from time to time, and he may in his discretion decide what is appropriate in connection with the management of the development.

6. Secretary: The Secretary shall maintain records of the Minutes of all regular and special meetings of the owners. In addition, he shall have all of the powers and duties usually vested in the Secretary of a non-profit corporation.

7. Treasurer: The Treasurer shall maintain an accurate record of all of the receipts and disbursements in connection with the operation of the development. At such times as a professional management agent is not operating said project, he shall collect the maintenance charges periodically from each owner, give proper receipts therefor, and promptly deposit the same in a joint bank account.

8. Signing of Checks: All checks for payment of obligations and expenses of the owners as a whole must be signed by no fewer than one of the officers. Until such time as a management agent is employed, the Treasurer shall draw and sign all such checks. In the absence of the Treasurer, the President may sign checks. Further, during such time as a management agent is employed, the Treasurer shall act as liaison officer between owners and the management agent, if any.

#### **ARTICLE V**

##### Rules and Regulations

The owners shall have the power to adopt by majority vote reasonable rules and regulations for the maintenance of the development, which shall be binding upon all of the owners and their tenants, lessees, transferees and assignees. Such rules and regulations shall be printed at the expense of the owners and a copy thereof delivered to each owner and/or occupant. The rules and regulations may be amended by a majority vote of the owners present and entitled to vote at any regular or special meeting.

#### **ARTICLE VI**

##### Fiscal Year

The fiscal year for the operation of said development shall be the calendar year, unless and until changed by action of the owners at a duly constituted meeting.

#### **ARTICLE VII**

Leasing

1. The liability of any owner under these By-Laws, conditions, and under the covenants in his Deed shall continue, notwithstanding the fact that he may have leased his apartment for any period of time, to another person or persons.

2. It shall be an express condition of the leasing of any apartment that the grantees or lessees thereof read and agree to abide by all of the provisions of said conditions.

**ARTICLE VIII**

Miscellaneous Provisions

1. Successors: Each successive owner of each building shall sign a copy of the By-Laws and shall be furnished with an individual copy of the By-Laws by the Secretary.

2. Signing By-Laws: Upon adoption of these By-Laws, each owner and each co-owner shall sign a copy thereof, which shall be maintained by the Secretary. Copies of signed documents shall be distributed to all owners.

3. Amendment or Repeal of the By-Laws: These By-Laws, and any thereof, may be amended or repealed by the vote or the written assent of owners representing at least 75 per cent of the voting power of the association.

James H. Hache      Thomas C. Hache  
Owner (s)

El Dorado  
Building (S)

1/24/23  
Date