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RECORDER

### DECLARATION OF 'SUBMISSION OF. PROPERTY TO JACOBS TOWNHOMES COUNCIL BLUFFS, IOWA'

The undersigned as a representative. of PE Corporation hereby referred to as "Developer" as the sole owner of the real estate, hereinafter described., does, by these presents, express its desire to submit said real estate" and the improvements thereon to the horizontal property regime established by the Horizontal Property Act, Chapter 499B of the Code of Iowa to .be known as Jacobs Townhomes, Council Bluffs, Iowa, and does hereby. establish a horizontal Property regime with respect to said real .estate and improvements thereon, the same to take effect when filed for record in the Office of the County Recorder in and for Pottawattamie County, Iowa.

### ARTICLE I PURPOSE AND DEFINITON

1. <u>PURPOSE:</u> The purpose of this Declaration is to submit and convey the lands hereinafter described and the improvements constructed or to be constructed thereon, to the condominium pursuant to Iowa law.

2. <u>DEFINITIONS</u>: The terms employed shall have the meaning defined in Chapter 499B of the Code of Iowa; unless the context or mote particular provisions of any condominium document require a different meaning. Certain terms are used as follows:

(a) <u>Plural and Gender</u>. All words and phrases shall be taken to include the singular or plural according to the context and include the' female, male or neuter gender as may be applicable

(b) <u>Successors</u>. Reference to developers, co-owners, or to any entity or association, shall include the respective successors, grantees and assigns thereof.

(c) <u>Tense</u> Upon the effective date of this Declaration, use of the present tense, shall include the future tense and use of the future tense shall include the past or. present tense where the subject matter referred to relates to completion of an improvement or development that has not been or already has .been completed as the case maybe.

(d) <u>Townhome</u>. The terms "townhome" or "unit" or "condominium

townhome: as all are used interchangeably throughout this Declaration mean one. or more rooms occupying all or part of a floor in the building, which is to be used as a residence. An "townhome" or "unit" also means generally an area enclosed by walls and floors and including and defying by such walls which is capable of being owned as a separate parcel of real property under the Iowa Horizontal Property Act.

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(e) <u>Co-Owner</u>: Co-Owner means a person, corporation, or other legal entity capable of holding or owning any or, an interest, in an apartment within the building.

(f) <u>Council of Co-Owners</u>. Council of Co-Owners means all of the Coowners of the building. The business and affairs of the Council of Co-Owners may, be conducted by organizing a corporation not *for* pecuniary profit of which the Co-owners are members, and shall mean all of the owners of the condominium units acting as *a* group in accordance with the Bylaws and Declaration.

(g) <u>General Common Elements.</u> General Common Elements shall mean and include those elements as set forth Common Elements in Article V.

(h) <u>Limited Common Elements</u>. Limited Common Elements shall mean those elements as set forth in Article V.

(i) <u>Majority of Co-Owners or Percent of Co-Owners</u>. The terms "majority of Co-owners" or "percent of Co-owners" means the owners of more than one-half or owners of that percent of interest in the building irrespective of the total number of Co-owners.

(j) <u>Property</u>. Property includes the land whether committed to the horizontal property regime in fee or as a leasehold interest, the building, all other improvements located thereon, and all easements, rights and appurtenances belonging thereto.

(k) <u>Building</u>. Building means and includes one or more buildings, whether attached to one or more buildings or unattached: provided, however, that if there is more than one building, all such buildings shall be described and included in the Declaration, or an amendment thereto, and comprise an integral part of a single horizontal property regime.

### ARTICLE II DESCRIPTION OF'LAND

1. The land, hereby submitted to the Horizontal Property Regime is situated in Council Bluffs, Pottawattamie County, Iowa, and is legally described as set forth in Exhibit "A" attached hereto and incorporated herein by reference.

2. <u>SURVEY, SITE LAYOUT PLAN AND FLOOR PLANS</u>. A duly certified plat of survey and legal description is submitted with' this Declaration and made a part hereof. Also reflected thereon is a site layout plan showing the approximate location of the townhome unit buildings constructed or to be constructed thereon and showing graphically the approximate location of certain general common elements hereinafter referred to. Further reflected thereon are the floor plans of both the main level and the upper level and various other plans of the buildings to be .constructed.

<sup>2</sup> 98-39694



### ARTICLE III DESCRIP'TION OF BUILDINGS AND PROJECT

### The project includes three buildings described as follows:

1. <u>TOWNHOME BUILDINGS</u>. The townhome buildings shall consist of 2 units of buildings consisting of 1 unit of triplexes and 1 unit consisting of two townhomes with a common wall between the townhomes. Each townhome unit will have a ground floor containing approximately 1,050 square feet of living space, a basement of the same area except for the space taken by the garage for the unit, and a one-car garage. The structure will consist poured concrete foundations, conventional wood framed construction and sheet rock. Each townhome or unit will have its own front door. as there will be no common doors between any of the townhomes or units. Each unit will also contain one stairway connecting the basement and the ground floor.

2. <u>DECK</u>. Each townhome shall have a limited common element attached to the unit for a deck. Said deck shall be limited to the exclusive use of the accompanying, townhome and subject to underground utility easements and easements of access to maintain the exterior of the unit.

3. <u>REVISION BY DEVELOPER</u>. The Developer reserves the right to change the interior design and arrangement of all townhomes and to alter the boundaries between the townhomes, so long as the Developer owns the townhomes so altered. Any such change shall be reflected by an amendment to this Declaration which may be executed by the Developer alone, notwithstanding the procedures for amendment described in Articles XIX and XX of this Declaration. However, no such change shall increase the number of townhomes nor alter the boundaries of the common elements without amendment of this Declaration in the manner described in Articles XIX and XX of this Declaration. If more than one townhome is altered, the Developer shall appropriately reapportion the shares in the common element which are allocated to the altered townhomes.

### ARTICLE IV IDENTIFICATION OF TOWNHOMES AND DECK

1. <u>TOWNHOMES</u>. The number of each unit and townhome identified by a "unit" number, its location, area, number of rooms and the immediate common areas to

which it has access, are shown on the site layout plan which is submitted with this Declaration, as if fully set forth herein.

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### ARTICLE V COMMON ELEMENTS

1. <u>GENERAL COMMON ELEMENTS</u>. General. Common Elements shall mean and include:

(a). The real estate described above.

(b) The site improvements to the land include the foundations, floors, exterior walls of each townhome, and of the buildings, ceilings and roofs. In general, all devices or installation existing are for the use of all of the individual townhomes or unit owners.

2. <u>LIMITED COMMON ELEMENTS.</u> Limited Common Elements shall mean:

(a) Any limited common elements as defined by law.

(b) All. sewer, water, television or other utility or service lines or facilities or limited elements as defined by law as serving only an townhome unit.

(c) Deck units.

(d) The driveway to each garage and sidewalk and steps from the driveway to the front door.

### ARTICLE VI COMMON INTERESTS

The Co-Owner of each townhome or unit shall own and there shall be appurtenant thereto an undivided interest in the land and other common elements and facilities of the regime, general or limited an undivided one-fifth (1/5) interest.

### ARTICLE VII OWNERSHIP OF PARTS' OF: BUILDING

The owner of. an townhome shall not be deemed to own pipes, wires, conduits

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or other public utility lines running through his townhome which are utilized for or serve more than one townhome except as a tenant in common with the owner or owners of any other townhome or townhomes which said pipes, wires, conduits or .other public utility, lines may serve. The owners of an townhome shall, however, be deemed to own the walls and partitions which are contained in his townhome and also shall be deemed to own the inner decorated and/or finished surfaces of the perimeter walls, floors and ceilings,. including plaster, paint, wallpapers, linoleum, carpeting, etc., provided, however, that said plaster, paint, wallpaper, linoleum, carpeting, etc., are deemed to be

permanent part of each townhome which may be required to be repaired and/or removed therefrom.

### ARTICLE VIII UTILITY EASEMENT

In the event pipes, wires, conduits or other public utility lines run through one townhome which are utilized for or serve one or more townhomes, a valid easement for the maintenance of said pipes, wires, conduits or other public utility lines shall exist and in the event any part of the building is partially or totally later rebuilt, repaired or restored as herein provided, a valid easement for replacement or maintenance of said pipes, wires, conduits, or other public utility lines shall exist.

### ARTICLE IX DESTRUCTION

In the event of damage, to or destruction of all or any part of the property, such damage or destruction shall be rebuilt, repaired. or restored by the Board of Directors in accordance with the Bylaws, unless at a special meeting of the Council of Co-Owners call for such purpose within thirty (30) days after the occurrence of such damages or destruction, all of the Co-Owners of the common interests vote not to rebuild, repair or restore such damage or destruction of the property.

### ARTICLE X FINANCIAL STATEMENT

Upon written request from any unit owners, lenders and .the holders and insurers of the first mortgage on any unit or which has a prospective interest in the condominium, the Council of Co-Owners shall prepare and furnish within a reasonable time a financial statement for the immediately preceding fiscal year'.

### ARTCLE XI VOTING

The record owners of each townhome in Jacobs Townhomes shall be members of the Council of Co-Owners of Jacobs Townhomes during the. period for which they are ,the owners of record of a fee simple title or a purchaser's, interest in a recorded real

estate contract and shall be entitled to one (1) vote for each townhome. For the purposes hereof, a mortgagee, shall not be deemed an owner until such mortgagee has acquired title of record.



### ARTICLE XII COUNCIL OF CO-OWNER'S RIGHTS AND RESTRICTIONS

**RIGHT OF ENTRY UPON UNITS AND LIMITED COMMON** 1. ELEMENTS. The Council of Co-Owners shall have the right to enter upon unit premises and limited common elements to effect emergency repairs, and a reasonable right of entry thereupon to effect other repairs, improvements, replacements or maintenance deemed necessary.

POWER TO GRANT RIGHTS AND RESTRICTIONS IN COMMON 2. ELEMENTS. The Council of Co-Owners shall have the power to grant other rights, such as the right to grant utility easements under, through or over the common elements, which rights are reasonably necessary to the ongoing development and the operation of the project. Damages resulting from the exercise of any of the above rights shall be borne by the Council of Co-Owners.

ASSESSMENTS (1) LEVY AND COLLECTION. The Council of Co-3. Owners shall have the authority to levy and enforce the collection of general and special assessments all as set forth in the bylaws of the Council of Co-Owners. The assessments against any unit, with interest, costs and reasonable attorney's fees shall be a lien upon such unit in accordance with the Bylaws and applicable law.

**RESERVES AND WORKING CAPITAL**. There shall be established an 4. adequate reserve fund for the periodic maintenance, repair and replacement of the common elements, and for the payment of the insurance described in Article XII of the Bylaws which fund shall be maintained out of the regular assessments for common expenses. Additionally, a working capital fund must be established for the initial months of the project operations equal to at least a two months' estimated common area charge for each unit. Said working capital fund is under the complete control of the Developer who will determine the amount to be paid, if any, by each owner into said fund.

PRIORITY OF LIEN. Any lien of the Council of Co-Owners for common 5. expense charges and assessments becoming payable on or after the date of recordation of the first mortgage shall be subordinate to the first mortgage on the unit.

**INSURANCE**. The Council of Co-Owners may specify the minimum 6. type and terms of insurance each property owner must carry on their townhome.

### ARTICLE XIII **BYLAWS**

The administration and operation of the property shall be covered by Bylaws, a true copy of which is attached hereto and filed with this Declaration, and made a part hereof. Each townhome or unit co-owner shall comply strictly with the Bylaws and with

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the administration rules and regulations adopted pursuant thereto, or as the same may be lawfully amended from time to time.

### ARTICLE XIV MISCELLANEOUS PROVISIONS

1. <u>AIR SPACE</u>. In addition to the fee simple ownership of an townhome there shall be as an appurtenance thereto an exclusive easement for the use of the air or room space within the townhome and to the limited common elements of that townhome as the same exists from time to time or as altered or reconstructed from time to time subject to necessary and authorized easements for maintenance, repair and the like, which appurtenances shall be terminated automatically in the event of termination of the regime.

2. <u>POSSESSION OF COMMON ELEMENTS</u>. Each townhome owner, the Developer, and the Co-owners may use the common elements other than limited common elements for the purpose for which they are maintained, but without hindering or encroaching upon the lawful rights of other users.

3. <u>CONDEMNATION AND OBSOLESCENCE</u>. The contingencies of condemnation and long-term obsolescence have not been provided for in this Declaration and may be governed by appropriate amendments to this Declaration and/or the Bylaws as the case may be.

4. <u>PARTITION</u>. The common elements shall remain undivided and not only may no townhome Co-owner, but also no other person may bring an action for the partition or division of the whole or any part thereof with or without sale, except in connection with removal of all of the property from the regime pursuant to 499B.8, Code of Iowa, or a specific determination not to repair, reconstruct, or rebuild with the consequence set forth in 499B.16 thereof.

5. <u>COMPLIANCE WITH RULES AND REGULATIONS</u>. Each owner, tenant or occupant of a unit shall comply with the provisions of Chapter 499B of the Code of Iowa, this Declaration, and the Bylaws, decisions and resolutions of the Council of Co-Owners and Board of Administration and failure to comply with the same shall be grounds for an action to recover damages or for injunctive relief.

6. <u>CONTRIBUTION TOWARDS COMMON AREA EXPENSE</u>. No owner of a unit may exempt himself from liability for his contribution towards the common expenses by waiver of the use and enjoyment of any of the common elements and facilities or by the abandonment of his townhome.

7. <u>CONVEYANCE</u>. The undivided interest in the general and restricted common areas and facilities shall not be separated from the unit to which it appertains and shall be deemed conveyed or encumbered with the unit even though such interest is not expressly mentioned or described in the conveyance or other instrument.



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8. <u>FUTURE OWNERS</u>. All future owners, tenants, future tenants, or any other person that might use the facilities of the project in any manner are subject to the provisions of this Declaration, and the mere acquisition of any of the units shall signify that provisions of this Declaration are accepted and satisfied.

### ARTICLE XIV OBLIGATIONS OF THE OWNERS

1. <u>NOTICE OF ACTION</u>. A holder, insurer or guarantor of a first mortgage, upon written request to the Council of Co-Owners (such request to state the name and address of such holder, insurer or guarantor and the unit number) will be entitled to timely written notice of:

(a) Any proposed amendment of the condominium instruments effecting change in (i) the boundaries of any unit of the exclusive easement rights appertaining thereto: (ii) the interests in the general or limited common elements appertaining to any unit or the liability for common expenses appertaining thereto: (iii) the number of votes in the owners association appertaining to any unit or (iv) the purposes to which any unit or the common elements are restricted;

(b) Any proposed termination of the condominium regime;

(c) Any condemnation loss or any casualty loss which affects a material portion of the condominium or which affects any unit on which there is a first mortgage held, insured or guaranteed by such eligible holder:

(d) Any delinquency in the payment of assessments or charges owed by an owner of a unit subject to the mortgage of such eligible holder, insurer or guarantor where such delinquency has continued for a period of sixty (60) days;

(e) Any lapse, cancellation or material modification of any insurance policy maintained by the owners association pursuant to paragraph 14(a)(i)and (ii).

2. <u>OTHER PROVISIONS FOR FIRST LIEN HOLDERS</u>. The following provisions shall be binding with respect to the condominium by virtue of the constituent documents applicable law or otherwise:

(a) Any restoration or repair of the condominium after a partial condemnation or damage due to an insurable hazard shall be substantially in accordance with the Declaration and the original plans and specifications unless the approval of the eligible holders of first mortgages on units to which at least three-fifths (3/5) of the votes of units subject to mortgages held by such eligible holders are allocated is obtained.

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(b) Any election to terminate the condominium regime after substantial destruction or a substantial taking in condemnation of the condominium property must require the approval of all of the eligible holders of the first mortgages on units to mortgages held by such eligible holders are allocated.

(c) Unless the formula for reallocation of interests in the common elements after a partial condemnation or partial destruction of the condominium project is fixed in advance by the Declaration or elements resulting from a partial condemnation or partial destruction of the condominium project may be effected without the approval of the eligible holders of the first mortgage on units to which at least three-fifths (3/5) of the votes of units are subject to mortgages held by such eligible holders are allocated.

NOTE: As used in this Article, the term "eligible holder, insurer or guarantor" shall mean a holder, insurer or guarantor of a first mortgage on a unit in a condominium which has requested notice in accordance with the provisions of paragraph 1 above.

#### ARTICLE XVII ALTERATIONS AND IMPROVEMENTS

Except as provided in Article III (3) and Article XX there shall be no alteration of the building containing the townhome units nor shall there be any alterations or improvements added to the premises, lands or other common elements or facilities until all of the units have been sold by the Developer. Thereafter no alterations or improvements shall be made or added without the question being first put to a vote at a membership meeting of the Council of Co-Owners as provided by the Bylaws, and any such alterations or improvements may be done only if 60% of the voting units in existence are voted in favor thereof.

#### ARTICLE XVIII COVENANTS RUNNING WITH THE LAND

All the covenants, agreements, obligations, conditions and other provisions set forth in this Declaration and the Bylaws shall be deemed covenants running with the land so long as the property is subject to the Horizontal Property Act, and said covenants may be enforced by appropriate legal action including a suit for injunctions, mandatory or restraining, and action for damages by the Board of Directors or by any townhome owner.

#### ARTICLE XIX

### AMENDMENT OF DECLARATION

Except for changing the Jacobs Townhomes and except of the provisions of Article III (3) and Article XX, this Declaration may be modified or amended from time to time by a vote of the owner's of not less than three-fifths (3/5) majority of all the common interests at any annual meeting or at any special meeting called for such purpose and any amendment shall be effective only upon an instrument setting forth such



amendment and vote at such meeting duly certified by the President or Vice-President and Secretary or Treasurer of the Council of Co-Owners and duly recorded.

### ARTICLE XX DEVELOPER RIGHTS

The Developer expressly reserves for itself and its successors and assigns, until all of the proposed two (2) condominium units have been sold and tile to the purchasers, the right to execute on behalf of all contract purchasers, unit owners, mortgagees, other lien holders, and parties claiming any legal or equitable interest in the Horizontal Property Regime or in any unit, any amendments to this Declaration which it may deem appropriate, including but not limited to:

1. Adding to or altering the location, size or purpose of easements and lands for utilities or drainage purposes.

2. To surrender or modify rights of the grantor in favor of the unit owners or the Condominium Regime or their respective mortgagees.

3. Any amendment to the Declaration will become effective upon the recording of an amendment to the Declaration in the office of the Pottawattamie County Recorder. The grantor will, thereafter, provide copies of said amendment to each owner and mortgagee affected thereby.

### ARTICLE XXI CORPORATE DEVELOPER

The Developer of Jacobs Townhomes is Charles Jacobs, an Iowa corporation, of which Charles Jacobs is the President. It is understood that Charles Jacobs shall speak for and for all purposes considered to the Developer as defined in this Declaration.

### ARTICLE XXII SEVEREABILITY

The invalidity of any part or portion hereof or of any part or portion of the Bylaws shall not affect the validity of the remaining portion.

DATED this 75 day of Meusch 1998.

PE CORPORATION By:

# **CIMPARED**

### STATE OF IOWA

### COUNTY OF POTTAWATTAMIE )

On this 25 day of March, 1998, before me, the undersigned, a Notary Public in and for said State, personally appeared Charles Jacobs to me personally known, who being by me duly sworn, did say that he is the President of said corporation; that no seal has been procured by the said corporation; that said instrument was signed on behalf of said corporation by authority of its Board of Directors; and that the said Charles Jacobs as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by them voluntarily executed/

) ss.

Notary Public COMMISSION EXPINES 4-5-2000

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### BYLAWS OF THE COUNCIL OF CO-OWNERS OF THE HORIZONTAL PROPERTY REGIME (CONDOMINIUM) KNOWN AS JACOBS CONDOMINIUMS

### ARTICLE I CONDOMINIUM PLAN OF TOWNHOME OWNERSHIP

SECTION 1. TOWNHOME OWNERSHIP. The property known as Jacobs Townhomes, Council Bluffs, Iowa, Chapter 499B of the Code of 'Iowa.

SECTION 2. APPLICABILITY OF BYLAWS. The provision of these Bylaws are applicable to the property. The term "property" as used herein shall include both the land and the building or buildings located thereon

SECTION 3. PERSONAL APPLICATION. All present or future owners, tenants, future tenants, or their employees, or any other person that might use the facilities of the condominium in any manner are subject to the regulations set forth in these Bylaws. The mere acquisition or rental of any of the townhomes of the condominium or the mere act of occupancy of any of said townhomes will signify that these Bylaws are accepted, ratified and will be complied with.

### ARTICLE II MANAGEMENT OF THE REGIME,,

SECTION 1. COUNCIL OF CO-OWNERS, MEMBERSHIP VOTE OR OTHER ACTION OF OWNERS. The business and affairs, of the regime shall be governed and managed by the Council of Co-Owners of Jacobs Townhomes (hereinafter referred to as Council). All owners of townhomes shall automatically be members of the Council and membership in said Council shall automatically cease upon termination of such ownership interest. Whenever a vote or other action of the townhome owners as a group is required, the mechanics of conducting such a vote or taking such action shall be under the control and supervision of the Council subject to the Bylaws

SECTION 2. AGREEMENTS AND COMPLIANCE. All owners, tenants families, guests, and other persons using or occupying the regime shall be bound by and strictly comply with the provisions of this Declaration and the Bylaws and applicable provisions, of the other condominium documents and all agreements and determination lawfully made by the Council, the officers duly elected by said Council, or their agents shall be binding on all such persons. A failure to comply with the. Bylaws, or the provisions of any other condominium document or any other agreement or determination thus lawfully made shall be grounds for an action to recover the sums due for damages on the part of the Council or any owner as. may be applicable and' for mandatory or injunctive relief;

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and the use of any legal remedy by the Council or by an owner to enforce compliance shall in no event constitution a waiver of any other available remedy.

SECTION 3. INCLUDED POWERS FORECLOSURE OF LIEN, WAIVER OF PARTITION. Each owner agrees that the Council has and shall exercise all powers, rights and authority granted to it by Chapter 499B, Code of Iowa, as the same may be hereafter amended, and such as are more particularly set forth in the condominium documents, including the making of assessments chargeable to owners and a lien on townhomes for any common expenses, and the right to foreclose the lien thereof and acquire an townhome at the foreclosure sale and to hold, lease, mortgage, or convey the same, but such acquisition shall be on behalf of all townhome owners, all of whom shall be deemed to have waived his right of partition with respect thereto.

SECTION 4. NO AVOIDANCE OF WAIVER BY USE: RIGHT OF ENTRY: The liability of an townhome owner for all assessments made by the Board or by the Council may not be avoided by waiver of the use of enjoyment of any common element or any recreational facility or by abandonment or any townhome for which an assessment is made. The Council shall have the right exercisable at reasonable times to enter an townhome as may be necessary or advisable to carry out its responsibilities.

### ARTICLE III VOTING, MAJORITY OF OWNERS, QUORUM, PROXIES

SECTION 1. VOTING. Voting shall be on the basis to which the owner or owners of each townhome is assigned in the Declaration.

SECTION 2. QUORUM. Except as otherwise provided in these Bylaws, the presence in person or by proxy of those owners having a majority or more of the votes assigned in the Declaration shall constitute a quorum.

SECTION 3. PROXIES. Votes may be cast in person or by proxy. Proxies must be filed with the Secretary before the appointed time of each meeting.

SECTION 4. Any meeting of the Co-Owners of the condominium unit, whether annual or special, may be adjourned from time to time whether a quorum be present or not without notice other than the announcement at the meeting, and such adjournment mayu be to such time and to such place as may be determined by a majority vote of the common interests present at the meeting. At any such adjourned meeting at which a quorum shall be present, any business may be transacted which might have been transacted at the original meeting as originally called and notified.

SECTION 5. MINUTES OF COUNCIL OF CO-OWNERS. The Secretary shall furnish the minutes of any meeting of the Council of Co-Owners when requested in writing by any condominium unit owner.

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### ARTICLE IV VOTING, MAJORITY'OF OWNERS, QUORUM; PROXIES

SECTION 1. VOTING. Voting shall be on the basis to which owners of each townhome is assigned in the Declaration.

SECTION 2. QUORUM. Except as otherwise provided in these Bylaws, the presence in person or by proxy of those owners having a majority or more of the votes assigned in Declaration shall constitute a quorum.

SECTION 3. PROXIES. Votes may be cast in person or by proxy. Proxies must be filed with the Secretary before the appointed time of each meeting.

SECTION .4. ADJOURNMENT. Any meeting of the Co-Owners of the condominium unit. whether annual or special, may be adjourned, from time to time whether a quorum be present or not without notice other than the announcement at the meeting, and such adjournment may be to such time and to such place as may be determined by a majority vote of the common interests present at the meeting. At any such adjourned meeting at which a quorum shall be present, any business may be transacted which might have been. transacted at the original meeting as originally called and notified.

SECTION 5. MINUTES QF COUNCIL OF CO-OWNERS. The Secretary shall furnish the minutes of any meeting of the Council of Co-Owners when requested in writing by an any condominium unit owner.

### ARTICLE IV MEETING OF COUNCIL

SECTION 1. *PLACE* OF MEETINGS. Meetings of the Council of Co-Owners of Jacobs Townhomes (hereinafter referred to as "Council") shall be held in such place convenient to the Co-Owners in the City of Council Bluffs as may be designated by the President.

SECTION 2. OFFICERS. The President or Vice President and Secretary of the Board of Directors of the Council shall serve as President and Secretary respectively of the Council. The Secretary shall keep a minute book wherein the actions taken by the Council shall be recorded.

SECTION. 3. ANNUAL MEETING. The first annual meeting of the Council shall be held on ,July 1, 1997. Thereafter, the annual meeting of the Council shall be held on the  $1^{st}$  day of July of each succeeding year. At such meetings vacancies and expired terms of the Board shall be filled by ballot of the owners. The owners may at the annual meeting also transact such other business of the Council as may properly come before them.

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SECTION 4. SPECIAL MEETINGS. It shall be the duty of the President to call a special meeting of the Council upon a petition signed by the owners having a majority of the votes assigned in the Declaration being presented to the Secretary or upon the call of any two (2) directors. The notice of any such special meeting shall state the time and place of such meeting and the purpose thereof. No business shall be transacted at a special meeting except as stated in the notice unless by consent of three-fourths (3/4) vote of the owners.

SECTION 5. NOTICES OF MEETINGS AND OTHER NOTICES. A written or printed notice of all meetings annual or special stating the place, day and hour of the meeting and whether it is annual or special and in case of each special meeting stating briefly the business proposed to be transacted thereat, and any other notices permitted or required to be delivered by these Bylaws shall be given by mailing such notice, postage prepaid, at least ten (10) days before the date assigned for the meeting or by delivery of such notice personally at least two (2) days before the date assigned for the meeting, to the Co-Owners of the condominium units at their address at Jacobs Condominiums or at the address given to the Board for the purpose of services of such notice. Upon written request for notices delivered to the Board, the holder of any duly recorded mortgage from any owner of a condominium unit may obtain a copy of any and all notices permitted or required to be given to the owner of the condominium unit whose interest is subject to said mortgage. Upon notice being given in accordance with the provisions hereof, the failure of any owner of a condominium unit to receive actual notice of any meeting shall not in any way invalidate the meeting or proceedings thereat. Each such Co-Owner shall keep the Board informed of any changes in address.

SECTION .6. WAIVER OF NOTICE. Before or at any meeting of the Council any owner may in writing, waive notice of such meeting and such waiver shall be deemed equivalent to the giving of such notice. Attendance .by an owner at any meeting of the Council shall be a waiver of notice by him of the time and place thereof unless the owner is attending the meeting for the purpose of objecting to the meeting because inadequate notice was given. If all the owners are present at the meeting of the Council, no notice shall be required and any business may be transacted at such meeting.

SECTION 7. ADJOURNED MEETINGS. If any meetings of owners cannot be organized because a quorum has not attended, the owners who are present, either in person or by proxy may adjourn the meeting to a time than' twenty-four (24) hours nor more than one (1) week from the time the original meeting was called.

### ARTICLE V ADMINISTRATION

SECTION 1. BOARD OF DIRECTORS--NUMBER AND QUALIFICATION. The affairs of the Council of Co-Owners shall be governed by a Board of Directors (hereinafter referred to as Board"). The number of the initial Board is one (1) who shall serve until the date hereafter fixed for the expiration of his term which, shall expire on July 1, 1997, and thereafter board members shall be elected for terms of one (1) year or

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until successors are elected. The name and address of the person who is to serve as the initial board member is 'the President of the Developer, whose name, address and term is as follows:

NAME

#### ADDRESS

**EXPIRATION CF TERM** 

CHARLES JACOBS

107 Kingsridge Circle Council Bluffs, Iowa 51501

Thereafter, the Board shall be composed of all five (5) owners of the townhomes or units. If an townhome of unit is owned by a husband and wife, said husband and wife shall designate which of them is to serve as the Board member, and if an townhome or unit is owned by two (2) or more persons who are not married, only one (1) of the owners said townhome or unit shall be designated as the Board member. In the case of corporate owners or mortgagees, the designated Board member shall be an officer, stockholder or employee of such corporation, or in the case of fudiciary owners or mortgagees shall be the fiduciaries or officers or employees of such fudiciaries.

SECTION 2. CHAIRMAN MEETING NOTICE. The, President shall preside at all meetings of the Board. The Board shall hold meetings as often as the business of the Council may require at the call of the President or any two (2) directors. The secretary shall give notice of each meeting of the Board either orally or in writing by mailing or delivering the same not less than one (1) day before the meeting, unless otherwise prescribed by the Board. The failure by the secretary to give such notice or by any director to receive such notice shall not invalidate the proceedings of any meeting at which a quorum of directors is present.

SECTION 3. QUORUM AND ADJOURNMENT. The majority of the directors shall constitute a quorum. No action taken other than the appointment of directors to fill temporary vacancies or as otherwise provided in these Bylaws shall be binding unless it received the concurring vote of a majority of the directors present. In the absence of a quorum, the president or a majority of the directors present may adjourn the meeting from time to time without further notice until a quorum be had.

SECTION 4. POWERS, AND DUTIES OF THE BOARD OF DIRECTORS. The Board for the benefit of the Co-Owners of the condominium units shall have the following powers and duties:

a. To engage and contract for all goods and services which the Board in its discretion deems necessary for the proper operation of the premises or as required or permitted by these Bylaws or by law, payment for which will be made from the assessments and service charges paid by the Co-Owners in accordance with these By laws and as assessed by the Board.

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b. To provide, or cause to be provided all services including utility services used in common or jointly by the common elements, limited common . elements and condominium units as initially incorporated in the premises or as shall be incorporated in the premises from time to time in accordance with these Bylaws payment for which will be made from assessment and service charge as assessed by the Board.

c. Collection of the assessments from unit owners.

d. To maintain or cause to be maintained detailed, accurate records in chronological order of the receipts and expenditures affecting the common elements, specifying and itemizing the maintenance and repair expenses of the common elements and other expenses incurred and to make such records and the vouchers authorizing the payments available for the examination by the owners of the condominium units during reasonable business hours.

e. To render or cause to be rendered annually a statement to the Co-Owners of the condominium units of all receipts and disbursements during the preceding year.

f. To render or cause to be rendered statements when required by law of any assessments 'which remain unpaid by any Co-Owner of the condominium units.

g. To bring action on behalf of two or more of the Co-Owners of the condominium units as their respective interests may appear with respect to any cause of action relating to the common elements or more than one condominium unit as the Board deems advisable.

h. To elect the officers of the Council and otherwise exercise the powers regarding officers of the Council as set forth in these Bylaws.

i. To determine who shall be authorized to make and sign all instruments on behalf of the Council and the Board.

j. To designate and remove personnel necessary for the maintenance, repair and replacement of the common elements and to engage such other services necessary and proper for and incidental to the operation of the premises as deemed advisable by the Board.

k. To engage the service of a managing agent at a compensation established by it to perform such duties and services as it shall authorize, and to delegate any of its powers and duties as provided in this section as the Board deems advisable. provided such delegation shall not conflict with any applicable laws and provided further that any management agreement may be terminated by either party, without, penalty, upon ninety (90) days notice.



1. To procure fidelity bonds covering all officers and employees of the Council handling and responsible for the Council's fund and personal property if the Board deems it advisable and to procure Directors and Officers Liability Insurance if the Board deems it advisable. The premiums for such bonds and insurance shall be paid by the Council as common expenses.

m. To perform any and all duties imposed on the Board by applicable law.

n. To determine policies and to adopt house rules and regulations governing the details of the operation and use of the premises including the common and limited common elements and to amend such house rules and regulations from time to time as the Board deems advisable.,

SECTION 5. DEATH OF BOARD MEMBER, SUCCESSORS AND SUBSTITUTE DIRECTORS. If any Board member shall die said Board member's surviving spouse, shall become the Board member in his or her place, and in the case of townhomes or units owned by two (2) or more non-married persons, the deceased Board member shall be replaced by the person designated by the surviving owners. In the event the Board member is a single person, the personal representative of the deceased Board member shall serve as a Board member for said townhome or unit until the townhome or unit is subsequently sold.

In case of a temporary vacancy due to the absence of any director from the State of Iowa or. the sickness or disability of any director, the same rules shall apply as set forth in the preceding paragraph. The determination by the Board as shown in the minutes of such absence or disability and the duration thereof shall be conclusive.

SECTION 6. COMPENSATION OF MEMBERS OF BOARD. There shall be no compensation paid to members of Board for acting as such but they shall be reimbursed for expenses incurred by them.

SECTION 7. LIABILITY AND INDEMNIFICATION OF MEMBERS OF. BOARD. The directors and officers shall be free from all personal liability for any acts done on behalf of the Council and in the capacity of a director or officer of for any losses incurred by the Council or Co-Owners of the condominium units unless the same shall have occurred through their willful negligence or misconduct. Every director and officer shall be indemnified by the Council against all reasonable costs, expenses and liabilities (including attorney fees) imposed upon him in connection with any claim, suit, proceedings or investigation of whatever nature by reason of his being or having been a director or officer of the Council as common expenses except as liable for willful negligence or misconduct in the performance of his duties as director or officer. The forgoing right of indemnification shall inure to the benefit of the heirs, administrators and executors of such person.

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### ARTICLE VI OFFICERS

SECTION 1. ELECTION OF OFFICERS. The officers of the Council shall be elected annually by the Board at the Annual Meeting to be held immediately following the annual meeting of the Council and shall hold office at the pleasure of the Board.

SECTION 2. DESIGNATION. The principal officers of the Council shall be a President, a Vice President, a secretary, and a Treasurer, all of whom shall be elected by the Board and shall serve as such officers without compensation. Any member of the Board may at same time hold the positions of any two (2) officers except President, and Vice President.

SECTION 3. PRESIDENT. The President shall be the chief executive officer of the Council. The President shall preside at all meetings of the Board and of the officers of the Council. The President shall have all of the general powers and duties which are usually vested in the office of the president including but not limited to the power to appoint committees from among the owners from time to time as the President may decide to appoint to assist in the conduct of the affairs of the Council

SECTION 4. VICE PRESIDENT. The Vice President shall take the place of the President and shall perform said duties whenever the President shall be absent or unable to act. If neither the President nor the Vice president is able to act, the board shall appoint some other member of the Board to do so on an interim basis. The Vice President shall also perform such other duties as shall from time to time be imposed upon the Vice President by the Board.

SECTION 5. SECRETARY. The Secretary shall keep the minutes of all meetings of the Board and Council; shall have charge of such books and papers as the Board and Council may direct; and shall, in general, perform all duties incident of the office of Secretary.

SECTION 6. TREASURER. The Treasurer shall have responsibility of Council funds and securities and shall be responsible for keeping full and accurate accounts of all receipts and disbursements in books belonging to the Council. The Treasurer shall be responsible for the deposit of all moneys and other valuable effects in the name, and to the credit, of the Council in such depositarie's as may from time to time be designated by

the Board.

SECTION 7. RESIGNATION, DEATH OR ABSENCE OF OFFICER. Should any of the Officers described in this Article resign due to the sale of his or her townhome, die or be absent as described in the previous Article, a special election shall be held to replace any such Officer as it shall not be deemed automatic that any person who replaces the former Board member shall succeed to the former Officer's position.



Unless prohibited by law, any powers and duties of the Board and Officers which are delegated to the managing agent or agents pursuant to these Bylaws, shall be exercised and performed by the managing agent or agents in the place and instead of the Board.

The members of the Board shall not be liable for any omission or improper exercise by the managing agent or agents of any such powers and duties so delegated by written instrument executed by a majority of the Board.

Any contract between the Board and managing agent shall provide that it can be terminated, without penalty, upon ninety (90) days' notice by either party.

The managing agent or agents shall be an individual firm, partnership or corporation authorized to do business in the State of lowa.

### ARTICLE VIII CONDITIONS OF AND RESTRICTIONS ON OWNERSHIP USE AND ENJOYMENT

The ownership, use, occupation and enjoyment of each townhome and the common elements of the regime shall be subject to restrictive convenants, conditions, easements, or other encumbrances of record and to the provisions of the Bylaws of Harmony Condominiums, this Declaration, and all statutes or ordinances legally applicable to the regime.

SECTION 1. SPECIFIC COVENANTS. The specific covenants are:

I.

a. Townhomes shall be used and occupied for single family dwelling purposes only.

b. An townhome may be rented or leased by the co-owner 'on an occasional or casual basis only provided the entire townhome is rented, and the occupancy is only by the lessee and his family. Any lease which is for a period of one (1) year, or renewal of a previous lease term which would result in the tenant eventually residing on the premises for more than one (1) year, shall be subject to the approval of the Council. No lease shall relieve the co-owner as against the Council and other owners from any responsibility or liability imposed by the condominium.

c. No owner of an townhome shall have the power to convey, mortgage, pledge, sell or lease such townhome unless and until, (1) all common charges assessed or accrued have been paid; (2) all unpaid liens against such townhome in favor of the Council or individual members thereof have been satisfied.



d. No townhome Co-Owner may paint or add structures or equipment to the exterior.

e. The Council may (1) approve temporary structures, the same being otherwise prohibited, (2) adopt and enforce other reasonable restrictions and regulations relating to the use and enjoyment of the condominium premises.

f. The owners of a unit or townhome may have one (1) dog or (1) cat living in the townhome or unit as a pet, providing that said pet is made know to the Council. If any other type of pet is desired by the owner of a unit, application may be made to the Council, which will then make its determination as to whether or not said pet should be allowed. The owner of each unit shall be responsible for all cleanup which would need to be done to the common areas in the event the pet leaves feces, etc., on said common areas. However, no additional animals or poultry shall be kept on the premises. No animal pens, shed, fences or other out buildings or structures of any kind shall be erected by any townhome owner on any common area. Hand held leash only, invisible fences not allowed (when pets are taken outside).

g. No activity is allowed which duly interferes with the peaceful possession and proper use of the property by its co-owners, nor shall any fire hazard or unsightly accumulation or refuse be allowed.

h. Each townhome co-owner convenants and agrees with all other townhome owners to repair and maintain his own townhome and keep the same in good repair for the benefit of all such other townhome owners as may be required and applicable and to pay his share or his separately metered utility expenses.

i. Each townhome co-owner shall give notice to the Council of every lien against his townhome other than mortgages, taxes and the council assessments, and of any suit or proceeding which may affect the title to his townhome, within ten (10) days after the lien attached or the owner receives notice of such suit.

j. An townhome owner shall be liable to the Council for the expenses of any maintenance, repair or replacement rendered necessary by his act, neglect or carelessness, or by that of his family, guests, employees, agents or lessees, which liability shall include any increase in insurance rates resulting therefrom.

k. No noxious or offensive activity shall be carried on upon any unit, nor shall

anything be done thereon which may or may become an annoyance or nuisance to the neighborhood.

1. No sign of any kind shall be displayed to the public view on any unit except a sign of not more than five (5) square feet advertising the property for sale, or signs used by the developer to advertise the property during the construction and marketing period.

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m. No unit shall be used or maintained as a dumping ground for rubbish. Trash, garbage or other waste shall not be kept except in sanitary containers. All incinerators or other equipment for the storage or disposal of such material shall be kept in a clean and sanitary condition out of public view. No excess or unused building material or materials shall be kept, stored or otherwise maintained on any unit in a location within public view, other than for use or uses connected and conterminous with approved or permitted construction.

n. Only the vehicles of the townhome owner or its guests or invitees may be parked on the driveway of the unit which services the regime. No inoperative vehicles of any kind shall ever be parked on the driveways, and guests or invitees may only park on said driveways for a reasonable time. No boats, trailers or other items shall be allowed to park on the driveways for a period of over twenty-four (24) hours. Mobile homes or campers not allowed.

o. There shall be no commercial ventures operating on the premises or in the units other than one-man businesses which can be operated without walk-in traffic.

SECTION 2. EASEMENTS AND LICENSES. Easements and licenses for installation and maintenance of utilities and drainage facilities are reserved outside the front and side 5 feet of each unit. Within these areas no structure planting or other material shall be permitted to remain which may damage or interfere with the installation and maintenance of utilities access to meters shut off valves and other things, or which may change the direction or flow of drainage channels in the easements or which may obstruct or retard the flow of water through drainage channels in the easements of which may obstruct or retard the flow of water through drainage channels in the easements. The easement and license area of each unit and all improvements in it shall be maintained continuously by teh owner of the unit except for the improvements for which a public authority or utility company is responsible. Service areas are for the purpose of allowing the utilities access to meters, shut off valves and other things associated with the service provided by the utilities.

An express easement is also hereby dedicated to the Association over any patio, courtyard or other exterior premises or within any dwelling unit for purpose of access or maintaining the exterior of the structure including, but not limited to, roofing, gutters, flashing, shutters and exterior or party walls.

SECT'ION 3. NONDISCRIMINATION. The covenants and restrictions contained herein are in no way intended to be used or to be interpreted so as to discriminate on teh basis of race, color, creed, sex or national origin.

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SECTION 4. DURATION. The covenants and restrictions herein shall run with and bind the land and shall inure to the benefit of and be enforceable by the Board or the Owner of any land subject to this Declaration, their respective legal representatives, heirs, successors and assigns for a term of thirty (30) years from the date this Declaration is recorded after which time said covenants shall be automatically extended for successive periods of ten (10) years unless an instrument signed by the then owners of three-fifths (3/5) of the units has been recorded agreeing to change said covenants and restrictions in whole or in part.

#### ARTICLE IX MAINTENANCE ALTERATI ON AND IMPROVEMENT

SECTION 1. TERMS. Although the same are not susceptible to precise delineation and the use at one shall not be deemed to exclude the applicability of another unless specifically so state or required by the content, certain terms are employed in this Article as follows: "Maintenance" is generally used to include all repair, renovation, restoration, reconstruction, or rebuilding as may be necessary to maintain the partnership units and condominium property in the same or better condition as when this Declaration was adopted: "Alteration" relates to changes from such state other than maintenance: "Improvement" relates generally to the addition of new structures, elements or facilities other than those referred to in this or any supplemental declaration. The provisions of this Article are applicable where the work done or required is not caused by specific casualty but shall also apply in the event of maintenance, alteration or improvement necessitated by casualty or condemnation unless different provisions are specifically made in the condominium documents dealing with such contingencies.

# SECTION 2. MAINTENANCE BY THE COUNCIL OF CO-OWNERS OF HARMONY CONDOMINIUMS.

a. All common elements and facilities limited or general shall be maintained by the Council as a common expense unless responsibility is otherwise imposed on the townhome owner as in paragraph 3 of this Article or otherwise.

b. Incidental damage caused to an townhome through maintenance by the

Council shall be repaired by the Council as a common expense.

c. If an townhome owner defaults in his responsibilities of maintenance, the Council shall assume the same as a common expense and levy a special assessment against the townhome collectible as other assessments.



d. All elements shall be considered common and maintained by the Council except those specified under Section 3 of this Article. Maintenance by Co-Owner and Section 4

SECTION 3. MAINTENANCE BY OWNER OR CO-OWNER. The owner or Coowner of a condominium unit (hereinafter referred to as owner) at owner's expense shall keep the interior as well as all fixtures and appliances located therein of each condominium unit and garage unit appurtenant thereto in good order and repair and shall be responsible for any damage or loss caused by failure to observe or perform this convenant. Each owner shall be responsible for the repair, maintenance and replacement of all exterior doors and the mechanical operators thereof and window glass and screens appurtenant to said owner's townhome: it being understood that the only Council maintenance of exterior doors shall be the painting or finishing of the exterior surfaces thereof. The owner shall also be responsible for any damage caused by owner to the common elements by the negligent use thereof. The owner shall be responsible to maintain at owner's expense any personalty such as carpet, furnishings, plug in appliances located with a unit. Each townhome owner at owner's expense shall also maintain any fixtures or equipment such as heating units, furnaces, air conditioning units and plumbing fixtures which are limited common elements exclusive for the use and possession of an townhome, and any limited common element such as over-hanging garage unit doors which are constructed by developers but exclusively for the use and possession of one townhome. The Council shall maintain all decks. The townhome owner shall likewise maintain at owner's expense any improvements of alterations subsequently added by owner and it shall be owner's duty to perform said maintenance without disturbing the rights of other townhome owners and to report promptly to the association any defects of need for repairs which are the initial responsibility of the Council or as to which the Council otherwise has authority to maintain. Each owner shall have the right at owner's sole cost anad expense to pain, paper, panel, plaster, tile finish and to do other such work on the interior surfaces of the ceilings, floors and walls, to substitute now finished surfaces for the finished surfaces then existing on said ceilings, floors and walls, and to finish, alter or substitute any plumbing, electrical or other such fixtures attached to said ceiling, floors or walls, provided, however, that this section shall not be construed as permitting interference with or damage to the structural integrity of the building or interference with the use and enjoyment of the premises by other owners nor shall it be construed to limit the intent expressed in Section 1 of this Article IX. Nothing herein shall be deemed to give the owners the right to perform any exterior maintenance painting, etc., as all such maintenance, painting, etc., shall be done by the Council to insure uniformity of this Development.

SECTION 4. MAINTENANCE INVOLVING MORE THAN ONE TOWNHOME. If maintenance is required involving maintenance, repair, renovation, reconstruction, restoration, or rebuilding of more than one townhome, the Council in order to provide centralized direction may assume supervisory responsibility therefor and provide for such supervisory expense as a common expense.



SECTION 5. ALTERATION OF IMPROVEMENTS BY TOWNHOME OWNER OR CO-OWNER. No townhome owner shall make any structural alteration or improvement to owners' townhome or any common element therein or facility or remove any portion thereof until after all condominium units have been built by the Developer then thereafter only with the approval of the Council hereinafter provided. An owner desiring to make such alterations must apply to the Board in writing for permission to do so and shall submit sufficient plans and specifications to enable the Board to make a full evaluation of the proposed alteration or improvement and in any event, no such alteration or improvement shall be made unless the Board shall specifically approve the design and safety thereof. No work by an owner may be permitted which may jeopardize the soundness of the building. Any alteration or improvement of an townhome shall not increase undivided interest of any owner in the common elements of the appurtenances to the townhome. The provisions of this Section 5 shall not apply to units owned by the Developer until such units shall have been initially sold by the Developer and paid for.

SECTION 6. ALTERATIONS AND IMPROVMENTS BY COUNCIL OF CO-OWNERS. There shall be no alterations of the townhome buildings or garage units nor further improvements added to the lands or common elements or townhome units by the Council except upon the question being put to a vote of the Council and such may be done only if 60 percent of the votes are cast in favor thereof. An alteration of improvement pursuant to this paragraph shall not alter the interest appurtenant to each townhome in the common elements and such interest shall remain as before irrespective of whether the owner voted in favor of or against the alteration or improvement.

### ARTICLE X OBLIGATIONS OF THE OWNERS

SECTION 1. ASSESSMENTS. All owners are obligated to pay monthly assessments imposed by the Board or the Council to meet all common area expenses imposed herein, and for any insurance premiums required by the terms of the Declaration or these Bylaws. The assessment for general maintenance of the common areas and for the required insurance premiums shall be the same amount for the owners of each townhome or unit. The portion of the monthly assessment to be put in reserve for exterior maintenance of the buildings shall be a higher amount for the owner of unit or townhome 5 due to the extra side of the building which must be maintained so that the owner of unites 1, 2, 3 and 4 shall each pay 3/16ths of the assessment for exterior maintenance and the owner of unit 5 shall pay 4/16ths of the assessments for exterior maintenance. The total monthly assessment of each owner shall be paid to the Treasurer in 1 payment and the Treasurer shall then be responsible for placing the correct portion of each assessment in the correct fund or account for which it is to be used. Each owner will voluntarily pay said monthly assessment to the Treasurer and upon failure to do so shall be subject to the provisions of Section 2 of this Article. All owners shall pay before they become delinquent, the real property taxes and special assessments which will be levied on their respective townhomes or units under the provisions of Section 499B.11 of Code of Iowa. All utilities used in each townhome unit shall be metered separately and the expense of

said utilities shall be paid by the owner of the unit or townhome directly to the supplier or suppliers thereof.

The monthly assessment imposed under this Article shall be first due on the 1<sup>st</sup> day of the month following each owners' purchase of an townhome or a unit. Until July 1, 1997, the amount of the monthly assessment shall be determined for each townhome or unit by the Developer and the Developer shall be responsible for those duties imposed upon the Council after collection of the monthly assessments as set forth above. After July 1, 1997, said monthly assessments will be determined by the newly elected Council in the manner as described in this Article.

The Developer has yet to construct what will be known as townhome or unit 5. Before the commencement of construction on said unit 5 the Developer as the owner of unit 5 will only be responsible on its monthly assessment for general maintenance of the common areas and for its portion of any liability insurance decided upon by the Council and shall not be responsible for any fire insurance or for exterior maintenance of the buildings. During the construction process of unit or townhome 5 the Developer shall be fully responsible for any and all insurance associated with the construction of the unit and shall be responsible for maintaining common areas it uses in the construction process for townhome or unit 5. After the construction process is completed the Developer or other owner of unit 5 shall be responsible for monthly assessments as previously set forth herein.

SECTION 2. LIEN AGAINST OWNER OF UNIT. All sums assessed by the Board but unpaid for the share of the common expense chargeable to an townhome shall constitute a lien on such townhome prior to all other liens except only (1) tax liens on the townhome in favor of any assessing unit and special district, and (2) all sums unpaid on the first mortgage of records. Such lien may be foreclosed by suit by the Board or the representatives thereof, acting on behalf of the townhome owners in like manner as a mortgage of real property. In the event of any such foreclosure, the townhome owner shall be required to pay a reasonable rental for the townhome and the plaintiff in such foreclosure shall be entitled to the appointment of a receiver to collect the same. The Board or the representatives thereof acting on behalf of the townhome owners shall have the power to bid in the townhome at foreclosure sale and to acquire and hold, lease, mortgage and convey the same. Suit to recover a money judgment for unpaid common expenses shall be maintainable without foreclosing or waiving the lien securing the same.

SECTION 3. LIABILITY OF GRANTOR AND GRANTEE FOR UNPAID COMMON EXPENSES AND CONDOMINIUM UNIT EXPENSES. In a voluntary conveyance, the

grantee of a condominium unit shall be jointly and severally liable with the grantor for all unpaid assessments against the latter for his share of the common expenses and condominium unit expenses up to the time of the grant or conveyance, without prejudice to the grantee's right to recover from the grantor the amounts paid by the grantee therefor. However, any such grantor or grantee shall be entitled to a statement from the Board setting forth the amount of the unpaid assessments against the grantor for such share and neither such grantor nor such grantee shall be liable for, nor shall the

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condominium unit conveyed by subject to a lien for any unpaid assessments for common expenses and condominium unit expenses against the grantor in excess of the amount therein set forth.

SECTION 4. RIGHT OF ENTRY. An owner shall grant the right of entry to the management agent or to any other person authorized by the Board or the Council in case of any emergency originating in or threatening owner's townhome whether the owner is present at the time or not.

An owner shall permit other owners or their representatives when so required to enter his townhome for the purpose of performing installations, alterations or repairs to the mechanical or electrical services, provided that requests for entry are made in advance and that such entry is at a time convenient for the owner. In case of an emergency, such right of entry shall be immediate.

SECTION 5. SPECIAL ASSESSMENTS FOR CAPITAL IMPROVEMENTS. In addition to the annual assessments authorized herein the Board or the Council may levy in an 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 or reconstruction, the cost of any exterior maintenance to the townhomes or units in excess of the amounts collected for said exterior maintenance in the monthly assessments, unexpected repair or replacement of a described capital improvement upon the common properties, including the necessary fixtures and personal property relating thereto PROVIDED THAT any such assessment shall have the assent of three-fifths (3/5) of the votes of the Council who are voting in person or by proxy at a meeting duly called for this purpose, written notice of which shall be sent to all members at least thirty (30) days in advance and shall set forth the purpose of the meeting. Any assessment levied under this Section for exterior maintenance shall be levied against each unit in the same proportions set forth in Article X, Section 1.

SECTION 6. EASEMENTS FOR ENCROACHMENTS - UNITES AND COMMON ELEMENTS. In the event any portion of the common elements encroaches upon any unit or any unit encroaches upon the common elements or another unit as a result of the construction, reconstruction, repair, shifting, settlement or movement of any portion of the improvements, a valid easement for the encroachment and for the maintenance of the same shall exist so long as the encroachment exists.

### ARTICLE XI **BOOKS AND RECORDS**

SECTION 1. BOOKS AND RECORDS. The Council shall keep all appropriate books and records to accurately show the financial position of the Council and its legal obligations.

SECTION 2. AVAILABILITY. The Council shall make available to unit owners, lenders and the holders and insurers of the first mortgage on any unit, current copies of

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the Declaration, Bylaws and other rules governing the condominium, and other books, records and financial statements of the Council. The Council also shall make available to prospective purchasers current copies of the Declaration, Bylaws, other rules governing the condominium and the most recent annual Financial Statement if such is prepared. "Available" shall mean available for inspection upon request during normal business hours or under other reasonable circumstances.

### ARTICLE XII INSURANCE, DAMAGE OR DESTRUCTION

SECTION 1. FIRE INSURANCE. The Council shall procure and maintain from a financially responsible company or companies qualified to do business in Iowa (and, if necessary to procure the required coverage from other companies) a policy or policies (herein called "The Policy") of fire insurance with extended coverage endorsement for as nearly as practicable to one hundred percent (100%) of the insurable replacement cost value of the buildings and/or structures and/or building service equipment without deductions for depreciation (such value to be determined annually by the Board and to exclude property of every kind and description which underground (meaning thereby below the level of contiguous ground and covered by earth or below the level of the lowest basement floor of the buildings and/or structures except underground conduit or wiring therein when beneath the buildings and/or structures which are covered herein) in the name of the Council as insured as trustee for each of the owners of the condominium units in proportion to their respective common interests in the common elements. Such policy:

a. Shall contain no provision limiting or prohibiting other insurance by the co-owner of any unit and shall provide that the liability of the insurer shall not be affected by nor shall the insurer claim any right of set-off, counterclaim, apportionment, pro-ration or contribution by reason of, any such other insurance.

b. Shall contain no provision relieving the insurer from liability because of loss occurring while the hazard is increased in the building, whether or not within the control or knowledge of the Board or if obtainable, shall contain no provision relieving the insurer from liability by reason of any breach of warranty or condition caused by the Board or the co-owner or tenant of any unit or by reason of any act or neglect of the Board or coowner or tenant of any condominium unit.

c. Shall provide that the policy may not be canceled (whether or not requested by the Board) except by giving to the Board and to the owner of each condominium unit and the holder of any recorded mortgage who shall have requested such notice of the insurer in writing addressed to him at the premises thirty (30) days written notice of such cancellation.

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d. Shall contain a provision waiving any right of subrogation by the insurer to any right of the Council against the co-owner or lessee of any condominium unit.

e. Shall contain provision waiving any right of the insurer to repair, rebuild and replace if a decision is made pursuant to Section 2(b) of this Article XII not to repair, reinstate, rebuild or restore the damage or destruction.

f. Shall contain a standard mortgage clause which:

1. Shall name the holder of any mortgage affecting any condominium unit whose name shall have been furnished to the Board.

2. Shall provide that the insurance as to the interest of the mortgagee shall not be invalidated by any act or neglect of the Board or the owner, Co-owner or tenant of any condominium unit.

3. Shall waive any requirement invalidating such mortgagee clause by reason of the failure of the mortgagee to notify the insurer of any hazardous use or vacancy, any requirement that the mortgagee pay any premium (provided, however, , in case the Board shall fail to pay the premium due or to become due under the policy, the mortgagee may pay the same prior to the effective date of the termination of the policy) any contribution clause and any right to be subrogated to the rights of any mortgagee against the owner, Co-owner or lessee of and condominium unit or the Board or to require an assignment of any mortgage to the insurer, except that the insurer will have the right of subrogation to the extent of insurance proceeds received by and retained by the mortgagee if the insurer shall claim no liability as to the mortgagor or owner, Co-owner but without impairing mortgagee's right to sue.

4. Shall provide that without affecting the protection afforded to the mortgagee by such mortgagee clause any proceeds payable under such clause shall be payable to the Council or to an Insurance Trustee as provided by the Bylaws: and

5. Shall provide that any reference to a mortgage in the policy shall include all mortgages on any unit in order of preference.

SECTION 2. PUBLIC LIABILITY INSURANCE. The Board shall procure and maintain from a financially responsible company of companies qualified to do business in Iowa (and, if necessary to procure the required coverage from other companies) a policy or policies (herein called "The Policy" of Public Liability Insurance to insure the Board each unit owner as the owner of the common interest and the Managing Agent or agents and other employees of the Council against claims for personal injury and property

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damage arising out of the existence of premises or operations or contractors or construction work under a Comprehensive General Liability form to include (1) coverage of Automobile Liability for owned-hired or non-owned automobiles, (2) Water Damage Legal Liability and (3) Fire Damage Legal Liability. Said insurance shall name owners, co-owners and employees as aforesaid as additional insureds it being understood and agreed that the insurance will exclude coverage for the personal activities of owners, coowners of the condominium units and employees as aforesaid and for liability arising out of the ownership of individual condominium units. Said insurance shall be for such limits as the Board may decide. Such policy:

a. Shall contain no provision relieving the insurer from liability because of loss occurring while the hazard is increased in the building, whether or not within the control or knowledge of the Board or by an breach of warranty or condition caused by the Co-owner of any condominium unit or by an act or neglect of the owner or tenant of any condominium unit.

b. Shall provide that the policy may not be canceled (whether or not requested by the Board) except by giving the Board and to the Co-owner of each condominimum unit who shall have requested such notice of the insurer in writing addressed to him at the premises thirty (30) days written notice of such cancellation.

SECTION 3. ADDITIONAL INSURANCE. The Board may also procure insurance against such additional risks as the Board may deem advisable for the protection of the condominium unit owners of a character normally carried with respect to such properties.

SECTION 4. The Board shall review not less frequently than annually the adequacy of its insurance program and shall report in writing the Board's conclusions and action taken on such review to the owner of each condominium unit and to the holder of any mortgage on any condominium unit who shall have requested a copy of such report. At the request of any mortgagee a copy of the Policy described in paragraph (a) of this Section 1 and of any policy to which a mortgagee endorsement shall have been attached pursuant to paragraph (c). Copies of every policy of insurance procured by the Board shall be available for inspection by an condominium unit owner (or contract purchaser) from the Council.

SECTION 5. OWNER'S INSURANCE. Any such coverage procured by the Board shall be without prejudice to the right of the owners of condominium units to insure such condominium units and the contents thereof for their own benefit as their own expense. Neither the Council nor the Board will provide insurance coverage for the contents of a unit. Insurance coverage on furnishings and other items or personal or other property belonging to an owner and public liability coverage within each unit shall be the sole and direct responsibility of the unit owners thereof. All policies of insurance carried by owners shall contain waivers of subrogation.

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SECTION 6. DAMAGE, DESTRUCTION AND REPLACEMENT. In the event of damage to or destruction of all or any part of the building, all available insurance proceeds, including proceeds received for damage to building on any policy taken out by the Council or the Board shall be held in trust by the Board or in any cause described in subparagraph 9c) of this Section by the Insurance Trustee to repair, reinstate, rebuild, or replace the building (herein called "the work") in accordance with the original plans and specifications or if the work according to the original plans and specifications is not permissible under the applicable laws and regulations, then in accordance with other plans and specifications prepared by the Board, on behalf of all owners, and approved by the owners of not less than a majority in interest of the common interests in the premises. In the event of any deficiency between said insurance proceeds and the cost of the work, each owner of a condominium unit shall pay his proportionate share of said deficiency as common expenses. The Board shall have the authority as agent of all owners, to enter into contract or contracts to accomplish the work.

Nevertheless in the event that after damage to or destruction of all or any part of the building, all of the owners shall determine that such damage or destruction shall not be rebuilt, repaired or restored, or in the event substantial damage to or destruction of the common elements shall not have been rebuilt, repaired or restored within a reasonable time after occurrence thereof, the premises shall be subject to an action for partition by an owner of a common interest or lienor as if owned in common in which event the premises shall be sold and the net proceeds of sale together with the net insurance proceeds, shall be considered as one fund and shall be divided among all condominium unit owners in proportion to the respective common interests provided that no payment shall be made to a condominium unit owner until there has been paid from his hare of such net proceeds all liens on his unit and the premises shall be removed from the horizontal property regime.

Except in the circumstances described in subparagraph (b) of this paragraph, if the cost of the work (as estimated by the Board) shall exceed \$20,000.00 and the holder of any mortgage or mortgages on any condominium unit or units so affected (herein called "the mortgagee") shall so require all proceeds of insurance shall be paid over not to the Board but to a trust company authorized to do business in Iowa and selected by the board (herein called "the Insurance Trustee") and shall be paid out from time to time or at the direction of the board as the work progresses, but subject to the following conditions:

a. The work shall be in the charge of an architect or engineer (who may be an employee of the Board) and before the Board commences any work other than temporary work to protect property, the mortgagee shall have approved the plans and specifications for the work to be submitted by the Board which approval shall not be unreasonably withheld or delayed.

b. Each request for payment shall be made on seven (7) days' prior notice to the Insurance Trustee and shall be accompanied by a certificate to be made by such architect or engineer stating:

1. That all work completed has been done in compliance with the approved plans and specifications.

2. That the sum requested is justly required to reimburse the board for payments by the Board to or is justly due to the contractor, subcontractor, subcontractors, materialmen, laborers, engineers, architects or other persons rendering services or materials for the work (giving a brief description of such services and materials).

3. That when added to all sums previously paid out by the Insurance Trustee the sum requested does not exceed the value of the work done to the date of such certificate.

c. Each request shall be accompanied by waivers of liens satisfactory to the Insurance Trustee covering that part of the work for which payment or reimbursement is being requested and by search prepared by a title company or licensed abstractor or by other evidence satisfactory to the Insurance Trustee that there has not been filed with respect to the premises any mechanics' or other liens or instrument for the retention of title in respect of any part of the work not charged of record.

d. The request for any payment after the work has been completed shall be accompanied by a copy of any certificate or certificates required by law to render occupancy of the premises legal.

e. The fees and expenses of the Insurance trustee as determined by the Board and the Insurance Trustee shall be paid by the Council as common expenses and such fees and expenses may be deducted from any proceeds at any time in the hands of the Insurance Trustee.

f. Such other conditions not inconsistent with the foregoing as the Insurance Trustee may reasonably request.

Upon the completion of the work and payment in full therefor, any proceeds of insurance then and thereafter in the hands of the Board or the Insurance Trustee shall be paid or credited to the owners of the condominium units or to the holder of any mortgage on a unit if there be a mortgage in proportion to their respective common interests.

SECTION 1. COVENANT TO OBEY LAWS. The co-owner of each condominium unit shall be subject to the Horizontal Property Act and the Declaration filed pursuant to said Act and shall abide by the Bylaws and Rules and Regulations as the same are or may from time to time be established by the Board.

The co-owner of each condominium unit shall observe, comply with, and perform all rules, regulations, ordinances and laws made by the Board of Health and any other

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governmental authority of the municipal state and federal government applicable to the premises.

The foregoing paragraph shall apply to all co-owners of the condominium units, tenants of such owners, employees of owners and tenants, and any other persons who may in any manner use the premises or any part thereof.

SECTION 2. HOUSE RULES AND REGULATIONS. The house rules and regulations governing the details of operation and use of the common elements shall be adopted and from time to time amended by three-fifths (3/5) vote of the Board. Any owner of a condominium unit shall have the right to propose any amendment to such rules and regulations by directing a request in writing to the Board or any member of the Board. The Board upon notice of such written request shall consider such proposal and shall record its action on such proposal in the minutes of the meeting at which the action was taken.

SECTION 3. NOTICES. Except as otherwise provided in these Bylaws any notice permitted or required to be given to the owner of a condominium unit may be given in writing personally to such owner or to any one of them if such owner is more than one person or deposited in the United States mails, postage prepaid, address to such owner at his most recent address as it appears in the records of the Board and said notice shall be deemed to be delivered when delivered personally as aforesaid or deposited in the United States mails as aforesaid.

### ARTICLE XIV AMENDMENTS

Amendments to the Bylaws shall be proposed and adopted in the following manner:

(1) Notice of the subject matter of a proposed amendment shall be included in the notice of any meeting at which a proposed amendment is considered.

(2) A resolution adopting a proposed amendment must receive approval of all of the total votes authorized to the owners by the Declaration. Owners not present at the meetings considering the amendment may express their approval in writing.

(3) An amendment may be proposed by either the Board or by the Council of Co-owners and after being proposed and approved by one of such bodies it must be approved by the other.

(4) An amendment when adopted shall become effective only after being recorded in the Pottawattamie County Recorder's Office.

(5) These Bylaws shall be amended, if necessary, so as to make the same consistent with the provisions of the Declaration of Horizontal Property Regime.

### 98-39725

(6) Anything contained in these Bylaws or in the Declaration to the contrary notwithstanding Developers of their successors have the right to amend these Bylaws for the clarification hereof or for the benefit of all unit owners without the requirement of unit owners approval until all of the proposed units are sold and paid for.

### ARTICLE XV ENFORCEMENT

The violation of any rule or regulation adopted by the Council or the Board or the breach of any of these Bylaws, covenants and restrictions or the breach of any provisions of the Declaration of Horizontal Property Regime, shall give the Board the right in additiona to any rights set forth in these Bylaws:

a. To enter into the unit in which or as to which such violation or breach exists and to summarily abate and remove at the expense of the defaulting unit owner any structure, thing or condition that may exist therein contrary to the intent and meaning of the provisions hereof and the Board of Administrators shall not thereby be deemed guilty in any manner of trespass.

b. To enjoin, abate or remedy by appropriate legal proceedings either a law or in equity the continuance of any such breach.

c. To deny partially or wholly access to benefit from or use of all or any facilities, functions or services or suspend partly or wholly all or any rights or privileges of membership or to take any other disciplinary action directed by the Board.

### ARTICLE XVI SPRINKLER SYSTEM

The Developer intends to construct a water sprinkler system to service the grounds and according to the terms of each owner's purchase agreement of its townhome or unit. In the event that the water or electricity used by the sprinkler system cannot be separately metered, the cost of the water and electricity will be included in the cost of the water and electricity for unit 5 and the Council will reimburse the owner of unit 5 for said additional charges for water and electricity.

#### **ARTICLE XVII**

### COMPLIANCE AND SEVERABILITY

These Bylaws are set forth to comply with the requirements of Chapter 499B of the Code of Iowa. In case any of these Bylaws conflict with the provisions of said statutes or any other rule of law it is hereby agreed and accepted that the provisions of the statute or law will apply and Bylaws conflicting therewith will be deemed inoperative and null and void without validating the remaining Bylaws.

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### PE CORPORATION,

By CHARLES JACBOS, President

STATE OF IOWA

### COUNTY OF POTTAWATTAMIE)

On this <u>5</u> day of <u>March</u>, 1998, before me the undersigned a Notary Public in and for said State, personally appeared Charles Jacobs to me personally known, who being by me duly sworn, did say that he is the President of said PE Corporation; that no seal has been procured by the said corporation; that said instrument was signed on behalf of said corporation by authority of its Board of Directors; and that the said Charles Jacobs as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it and by them voluntarily executed.

)ss.

**Notary Public** 



### 98-39727



Luxury Triplex Townhomes Wright Road Council Bluffs, Iowa

Golf Course View

Three Bedrooms - 2 ½ Baths - Kitchen has Custom Built Cabinets including Appliance Garage, Range, Dishwasher, Microwave and Garbage Disposal - Carpet and Oak Flooring - Fireplace with Remote Control - 9' Ceilings on Main Level - Indirect Lighting-Insulated Two Car Garage - Pull Down stairs in garage for access to attic storage - 50 year warranty on Exterior Siding - 40 year warranty on Shingles - Underground lawn sprinkler system. Homeowners Association will include Lawn Mowing - Snow Removal-Underground Sprinkler Water - Insurance on Exterior of Dwelling.

Flat-Iron, Inc. Lloyd Banks

366 - 5182 / 366-6643

COMPARCY

COMPANY

POCR COPY





COUNCIL BLUFFS, 104A.
PLAN OF A PARCEL OF LAND LOCATED
E. CORPORATION: PRES.
DATE: 3-18-98 (712) 356-9009 MYNEER:
ROGERS SURVEYING
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ROCERNETE PAR PRACH 24/998
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