

EXHIBIT A
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**AMENDED AND RESTATED BY-LAWS**  
**Sunrise Mountain View Estates Homeowners Association, Inc.**

**ARTICLE I: NAME AND LOCATION**

The name of the corporation is Sunrise Mountain View Estates Homeowners Association, Inc., hereinafter referred to as the "Association." The principal office of the corporation shall be located at 4708 W. Cactus Bluff Drive, Marana, Arizona, but meetings of Members and the Board may be held at such places within the State of Arizona, County of Pima, as may be designated by the Board.

**ARTICLE II: DEFINITIONS**

**Section 1: Association**

"Association" shall mean and refer to Sunrise Mountain View Estates Homeowners Association, Inc., its successors and assigns.

**Section 2: Board**

"Board" shall mean the Board of Directors of the Association.

**Section 3: Common Areas**

"Common Areas" shall mean all real property owned by the Association as provided in the Declaration.

**Section 4: Declaration**

"Declaration" shall mean and refer to the Declaration of Establishment of Conditions, Covenants and Restrictions applicable to the Properties recorded in the office of the Recorder of Pima County, Arizona at Docket 7852 at Page 1223 as same may be amended from time to time.

**Section 5: Lot**

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

**Section 6: Member**

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

**Section 7: Owner**

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

### **Section 8: Properties**

"Properties" shall mean and refer to that certain real property described in the Declaration and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

## **ARTICLE III: MEETING OF MEMBERS**

### **Section 1: Annual Meetings**

The annual meeting of the Members shall be held in February of each year at such date and time as determined by the Board.

### **Section 2: Notice of Meetings**

Written notice of each meeting of the Members shall be given by, or at the direction of, the Secretary or person authorized to call the meeting, by mailing a copy of such notice, postage prepaid, at least 10 days and not more than 50 days before such meeting, to each Member entitled to vote thereat, addressed to the Member's address last appearing on the books of the Association, or supplied by such Member to the Association for the purpose of notice. Such notice shall specify the place, day and hour of the meeting and, in the case of a special meeting, the purpose of the meeting.

### **Section 3: Special Meetings**

Special meetings of the Members may be called at any time by the President, by any two directors, or upon written request of one-fourth (1/4) of the Members who are entitled to vote.

### **Section 4: Quorum**

The presence at the meeting, in person or by absentee ballot, of one-tenth (1/10) of the Members who are entitled to vote thereat shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these Amended and Restated By-Laws. If, however, such quorum shall not be present or represented at any meeting, the Members entitled to vote thereat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented.

### **Section 5: Voting**

At all meetings of Members, each Member may vote in person or by absentee ballot. Voting rights shall be determined as provided in Article IV of the Declaration.

## **ARTICLE IV - BOARD OF DIRECTORS; POWERS AND DUTIES**

### **Section 1: Number of Directors**

The affairs of the Association shall be managed by a Board consisting of not less than five (5) nor more than nine (9) directors who shall be Members in good standing. The Board may increase or decrease the number of directors consistent with this subsection; provided, however, that no decrease in the number of directors may result in shortening the term of any director then in office.

**Section 2: Election of Directors.**

Election to the Board shall be by secret written ballot. The persons receiving the largest number of votes shall be elected.

**Section 3: Term of Directors**

The term of office of each director shall be three (3) years and until his successor is elected and qualified. The terms of directors shall be staggered and the Board may select which directors shall serve for one-year, two-year or three-year terms in order to re-establish such staggered terms.

**Section 4: Removal and Resignation**

Any director may be removed from the Board, with or without cause, in conformance with the procedures set forth in A.R.S. §33-1813. In the event of death, resignation or removal of a director, his successor shall be selected by the remaining members of the Board, and shall serve for the unexpired term of his predecessor.

**Section 5: Duties**

It shall be the duty of the Board to:

- (a) Cause to be kept a complete record of all of its acts and corporate affairs, and to present a written statement thereof to the Members at the annual meeting of the Members, at which a quorum is present;
- (b) Supervise all officers, agents and employees of this Association, and to see that their duties are properly performed;
- (c) As more fully provided in the Declaration, to:
  - (1) fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period;
  - (2) send written notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of each annual assessment period; and
  - (3) foreclose the lien against any property for which assessments are not paid in conformity with A.R.S. §ARS 33-1807 or to bring an action at law against the Owner personally obligated to pay the same.
- (d) Issue, or to cause an appropriate officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;
- (e) Procure and maintain adequate liability and hazard insurance on property owned by the Association;

- (f) Cause the officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate;
- (g) Cause the Common Areas to be maintained; and
- (h) Maintain all commonly used equipment.

#### **Section 6: Powers**

The Board shall have power to:

- (a) Adopt and publish rules and regulations governing the use of the Common Areas and the personal conduct of the Members and their guests thereon, and to establish penalties for the infraction thereof;
- (b) Suspend the voting rights and right to use of the recreational facilities of a Member during any period in which such Member shall be in default in the payment of any assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed 60 days for infraction of the Declaration or rules and regulations;
- (c) Exercise for the Association all powers, duties and authority vested in or delegate to this Association, and not reserved to the Membership by other provisions of these Amended and Restated By-Laws, the Articles of Incorporation, or the Declaration;
- (d) Declare the office of a member of the Board to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board;
- (e) Employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties, except that an attorney or other representative may not be hired to bring an action on behalf of the Association against any person or organization in any court or administrative hearing or before any governmental body, unless at a special meeting of the members said action is approved by more than fifty percent (50%) of all disinterested members not involved in the proceedings personally.
- (f) Secure bids for, negotiate and execute an exclusive contract with a refuse removal service for the purpose of collecting and removing trash or rubbish from each Lot and the Common Area.
- (g) Adopt regulations by which each Owner is billed by the Association in proportion to its total Membership interest in the Association for the costs of satisfying the obligation incurred as a result of the contract permitted in subsection (f) above. Said billing may be enforced in the nature of an Assessment as provided in Article VIII of the Declaration.
- (h) Adopt regulations controlling and/or forbidding access to the Association's streets and rights of way to any refuse removal service other than contracted with the Association pursuant to subsection (f) above.

#### **ARTICLE V – MEETINGS OF THE BOARD**

**Section 1: Regular Meetings**

Regular meetings of the Board shall be held no less than six (6) times per fiscal year at such place and hour as may be fixed from time to time by resolution of the Board.

**Section 2: Special Meetings**

Special meetings of the Board shall be held when called by the President of the Association or by any two directors after not less than three (3) days notice to each director. Notice may be waived at any time by the person entitled to such notice.

**Section 3: Quorum**

A majority of the number of directors in office shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

**Section 4: Notice of Meetings**

Notice of the date, time and place of meetings of the Board shall be given to Members at least forty-eight (48) hours in advance of such meetings by newsletter, conspicuous posting, or other reasonable means as determined by the Board unless emergency circumstances require action by the Board before notice can be given. The minutes of any emergency meeting of the Board shall state the reason(s) necessitating the meeting and shall be read and approved at the next regularly scheduled meeting of the Board.

**Section 5: Open Meetings**

Except for matters that the Board, at its election, may address in executive session as set forth in A.R.S. § 33-1804, Members (or any person designated by a Member in writing as the Member's representative) shall be permitted to attend regular and special meetings of the Board and speak at an appropriate time before the Board takes action on any matter.

**Section 6: Action Without a Meeting**

Any action that may be taken at a meeting of the Board may be taken without a meeting if emergency circumstances require immediate action by the Board, a quorum is unavailable for a meeting and all directors consent to such action in writing. Any action by unanimous written consent shall be reflected in the minutes of the next regularly scheduled Board meeting unless the action was taken in executive session.

**ARTICLE VI: OFFICERS AND THEIR DUTIES****Section 1: Enumeration of Offices**

The officers of this Association shall be a President and Vice-President, a Secretary, and a Treasurer, all of whom shall be Members.

**Section 2: Election of Officers**

The election of officers shall take place at the first meeting of the Board following each annual meeting of the Members.

**Section 3: Term**

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

#### **Section 4: Special Appointments**

The Board may appoint officers other than those enumerated in Section 1 of this Article, whom may or may not be directors, and whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

#### **Section 5: Resignation and Removal**

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

#### **Section 6: Vacancies**

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

#### **Section 7: Multiple Offices**

The offices of the Secretary and Treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices created pursuant to Section 4 of this Article.

#### **Section 8: Duties**

The duties of the officers are as follows:

##### President

(a) The President shall preside at all meetings of the Board; shall see that orders and resolutions of the Board are carried out; and shall sign all leases, mortgages, deeds and other written instruments.

##### Vice-President

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

##### Secretary

(c) The Secretary shall record the votes and keep the Minutes of all meetings and proceedings of the Board and of the Members; cause the notice of meetings of the Board and of the Members to be served; keep appropriate current records showing the Members of the Association, together with their addresses, and shall perform such other duties as required by the Board.

##### Treasurer

(d) The Treasurer shall be responsible for overseeing the duties and responsibilities of the Association's comptroller which shall include the following: receiving and depositing in appropriate bank accounts all monies of the Association and disbursing such funds as directed by resolution of the Board; keeping proper books of account; and causing an annual audit, review or compilation of the Association books to be performed by a certified public accountant at the completion of each fiscal year. The treasurer shall direct the preparation of an annual budget and a statement of income and expenditures to be represented to the Membership at its regular annual meeting, and deliver a copy of each to the members. The Treasurer, or any other officer to whom the Board may delegate such authority, shall sign all checks written on the account of the Association; provided, however, that a check in an amount greater than ten thousand dollars (\$10,000.00) shall be co-signed by the President.

## **ARTICLE VII: COMMITTEES**

### **Section 1: General**

The Board shall appoint a Nominating Committee and such other committees as deemed appropriate in carrying out its purpose as provided in these Amended and Restated By-Laws and prescribe their duties.

### **Section 2: Architectural Committee**

The Board, at its annual meeting, shall appoint an Architectural Committee comprised of no less than three (3) members and chaired by a director of the Association. The Architectural Committee shall have such powers and duties as are set forth in the Declaration.

## **ARTICLE VIII: INDEMNIFICATION**

Every officer or director of the Association may be indemnified by the Association against all expenses, liabilities and penalties, including counsel fees, reasonably incurred by or imposed upon him in connection with any proceeding to which he may be made a party or in which he may become involved by reason of any acts or omissions alleged to have been committed by him while acting within the scope of his employment as a director or officer of the Association, including any settlement thereof, provided that the Board determines that such person acted in good faith and did not act, fail to act or refuse to act willfully with gross negligence, or with fraudulent or criminal intent in regard to the matter involved in the action or proceeding.

The Association shall have the power to purchase and maintain insurance on behalf of any person who is or was a director or officer of the Association or was serving at the request of the Association as a director or officer against any liability asserted against him and incurred by him in any such capacity or arising out of his status as such, whether or not the Association would have had the power to indemnify him against such liability under this Article.

The right of indemnification hereinabove provided shall not be exclusive of any rights to which any director or officer of the Association may otherwise be entitled by law.

## **ARTICLE IX: BOOKS AND RECORDS**

The books, records and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any Member. The Declarations, the Articles of Incorporation, and the Amended and Restated By-Laws of the Association shall be available for inspection by any Member at the principal office of the Association, where copies may be purchased in conformance with A.R.S. §33-1805.

## **ARTICLE X: MISCELLANEOUS**

### **Section 1: Amendments**

These By-laws may be amended by the affirmative vote of Members representing a majority of the total eligible votes in the Association or two-thirds (2/3) of those Members eligible to vote and voting on the matter, whichever is less.

### **Section 2: Conflicts**

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

### **Section 3: Fiscal Year**

The fiscal year of the Association shall begin on the first day of January and end on the last day of December of every year.

The undersigned certify that these Amended and Restated By-laws were approved by two thirds of Members voting on the matter at the annual meeting held the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SUNRISE MOUNTAIN VIEW ESTATES HOMEOWNERS ASSOCIATION, INC.,  
An Arizona nonprofit corporation

By: \_\_\_\_\_  
Its: President

By: \_\_\_\_\_  
Its: Secretary