

BYLAWS OF
FALLEN LEAF LAKE COMMUNITY SERVICES DISTRICT

Article I

PRINCIPAL OFFICE

The principal office of the District, for the transaction of its business, shall be located at 400 Fallen Leaf Road, Fallen Leaf, El Dorado County, California. The mailing address of the District shall be P.O. Box 9415, South Lake Tahoe, California 96158.

The District may have such other offices as may from time to time be designated by the Board of Directors.

Article II

BOARD OF DIRECTORS

- Section A. Composition and Term of Service. The District shall be governed by a Board of Directors of five (5) members. Each Director shall be registered to vote within the District. Each Director shall be elected to a four (4) year term, with regular elections for either two or three Directors, as required, held in odd numbered years.
- Section B. Election. Election to the Board of Directors shall be by registered voters within the boundaries of the District as certified by the El Dorado County Registrar of Voters.
- Section C. Vacancies. Vacancies occurring in the Board may be filled by majority vote of the remaining Directors. A Director so elected shall serve only until the next regularly scheduled election of the District.
- Section D. Management of District Property. Property of the District may be used or disposed of in accordance with the direction of the Board. The Board shall not incur debt or liability exceeding, in total, the gross tax and assessment receipts of the preceding three years.

Article III

MEETINGS OF THE BOARD

- Section A. Meetings of the Board of Directors of the District shall be held at least three (3) times per year. A Regular Meeting shall take place no more than 24 hours before or after the Annual Meeting of the District. A Special Meeting may be called at any time by the President, and must

be called by the President or, in the President's absence, by the Vice-President or Secretary, upon written request of any two (2) Directors.

Section B. All meetings of the Board of Directors shall be called and conducted in accordance with the requirements of the Ralph M. Brown Act, as it may be amended by the State Legislature from time to time. Such requirements notwithstanding, announcements for the date, place, time, and agenda of all meetings of the Board shall be mailed to all voters of the District no less than 7 days prior to the meeting.

Section C. Quorum. Three (3) members shall constitute a quorum at a meeting of the Board.

Section D. Attendance. Any member of the Board of Directors who shall absent him/her self from three (3) consecutive meetings thereof, unless he/she present satisfactory excuses, shall be deemed to have resigned as a member of the Board and shall cease to be a member thereof. That member may, however, be reinstated by a majority vote of the Board.

Article IV

OFFICERS

Section A. Officers. Officers of the board of Directors shall be a President and Vice-President. The President and Vice-President shall be elected annually by the Board from among its elected members, and shall hold office until their successors shall have been elected.

Section B. Duties of the President. The President shall preside over all meetings of the District and the Board of Directors. The President shall appoint all committees of the District and the Board, unless it is especially provided or ordered otherwise. She/he shall exercise general supervision over all the affairs of the District and she/he shall perform all duties incident to that office. The President shall be a member, ex-officio of all committees, he/she shall not be counted in determining a quorum.

Section C. Duties of the Vice-President. In the absence of disability of the President, the Vice-President shall perform all the duties of the President, and in so acting, shall have all the powers of, and be subject to all the restrictions on, the president.

Section D. Duties of the Secretary. The Secretary shall keep a complete record of all proceedings and correspondence of the District and the Board of Directors. He/she shall send notices of meetings by mail to members of the Board as required. He/she shall perform all other duties usually pertaining to the office of Secretary.

Section E. Duties of the Treasurer. The Treasurer shall keep the books and accounts of the District, and shall perform any other duties usually assigned to this officer, giving bond if required by the Board of Directors. He/she shall make payments only for bills properly

approved by the Board, and all checks shall bear the signature of the President or Vice-President in addition to that of the Treasurer.

Section F. General Manager. The Board shall also appoint or hire a General Manager who shall serve at the pleasure of the Board and who may not be a member of the Board of Directors.

Article V

COMMITTEES

Committees may be appointed from time to time by the Board of the District to consider and report on subjects requiring investigation.

Article VI

MEETINGS OF THE DISTRICT

Section A. Annual Meeting. The Annual Meeting of the District for the transaction of the general business of the District shall be held on the first Saturday in July and shall be held within the boundaries of the District at a place and time specified by the Board.

Section B. Special Meeting. A Special Meeting of the District may be called at any time by the President, and must be called by the President or, in the President's absence, by the Vice-President or Secretary, upon written request of twenty percent (20%) of the registered voters of the District.

Section C. Announcements. All meetings of the District shall be called and conducted in accordance with the requirements of the Ralph M. Brown Act, as it may be amended by the State Legislature from time to time. Notwithstanding, announcements for the date, place, and time of all meetings of the District, including the purpose of the meeting, shall be mailed to all voters of the District no less than 10 days prior to the meeting.

Section D. Quorum. A majority of registered voters of the District, including written proxies, shall constitute a quorum.

Article VII

AMENDMENTS

These Bylaws may be amended by the affirmative votes of a majority of the Directors voting at any regular or special meeting of the Board of Directors.

Article VIII

RULES

Meetings of the District and the Board of Directors shall be conducted according to Robert's Rules of Order, Revised. (added 4/86)

Article IX

COMMITTEE APPOINTMENTS

Committee appointments will be made by the President of the Board and will expire at the end of his/her term of office.