

**BY-LAWS
OF THE LAKESHORE ESTATES IMPROVEMENT DISTRICT
JEFFERSON COUNTY, KANSAS
November 13th, 2024**

ARTICLE I / DISTRICT OFFICES

The principal offices of the Lakeshore Estates Improvement District are located in the Lakeshore Estates Community Building at 9550 Panorama Drive, Jefferson County, Kansas.

ARTICLE II / QUALIFICATIONS OF VOTERS

Only individuals who reside within the Lakeshore Estates Improvement District and who pay property taxes within the District, and are qualified electors under the constitution of Kansas may vote in the general election for the Board of Directors. (K.S.A. 19-2758)

ARTICLE III / BOARD OF DIRECTORS

SECTION 1. Purpose / Powers / Duties

- A. The Board of Directors shall govern the affairs of the Lakeshore Estates Improvement District and have such powers as set forth by the laws of the State of Kansas in K.S.A. 19-2763 and K.S.A. 19-2765/2766.
- B. Each Director while actively in service may receive compensation in the form of a waived property assessments for one single parcel (lot) within the Lakeshore Estates Improvement District.
- C. The Treasurer shall be granted mileage reimbursement as authorized by the Board of Directors for conducting Lakeshore Estates business at the rate per mile as recognized by the Internal Revenue Service. Authorizations and amounts shall be pre-approved and documented in the Lakeshore Board Meeting Minutes.
- 1) The President shall be the general managerial officer of the Improvement District and is vested with the power and duties generally incident in Kansas Statutes Annotated governing Improvement Districts and the Kansas Open Meeting Act (K.O.M.A.) and shall possess one vote on the Board of Directors.
 - 2) The Vice President, in the absence of the President or in the event of their inability or refusal to act, the Vice-President is empowered to act and is vested with the powers and duties of the President.
 - 3) The Secretary shall form the meeting agenda and keep the minutes of the Board of Directors monthly meetings and quarterly financial meetings and shall possess one vote on the Board of Directors. The secretary will announce meetings by posting notices as required by statutes and shall perform other duties incident to the office of the secretary to include maintaining a list of members and their addresses.
 - 4) The Treasurer will write and/or inspect all invoices and vouchers as prepared for the County Treasurer. The Treasurer will ensure the financial obligations for the operations of Lakeshore Estate Improvement District are met in a timely manner to include Federal/State Income Tax and Insurance Policies. The Treasurer will be responsible for presenting financial reports and/or budget reports at all Board of Director meetings. The Treasurer shall ensure the Lakeshore Estates Certificate of Good Standing is maintained with the Kansas Secretary of State. The Treasurer shall possess one vote on the Board of Directors.

SECTION 2. Qualifications /Election/Officers In accordance with K.S.A. 19-2760/2761/2762/2763 and K.S.A. 25A (03) shall apply: (a) An election shall be held on the Tuesday following the first Monday in November and on each odd-numbered year for the purpose of electing three directors. (b) Each director shall own land within Lakeshore Estates Improvement District.

- 1) Candidates desiring to be a Director in any election shall file with the county election officer by 12:00 noon of the Tuesday preceding by eight weeks the date set for the election.
- 2) Newly elected Directors shall assume the duties on the second Monday in January.
- 3) No Lakeshore Director shall hold office on the Rural Water District #10 while serving as a Lakeshore Director.
- 4) No Lakeshore Director shall be related by marriage, co-habitation, parent/child, sibling, grandparent/grandchild to any other Director on the Lakeshore Estates Board.



- 5) The Board of Directors shall select from their number a President, Secretary, and Treasurer. One of the directors shall be designated Vice President to conduct business in the absence of the President.
- 6) The term shall be for two (2) years or until their successors are selected. The term of office will begin at the close of the meeting at which they are selected. An officer may succeed themselves at any office.
- 7) Should a vacancy occur on the Board of Directors, the remaining Directors shall within 60 day appoint a qualified person to hold the office until the next election. (K.S.A. 19-2764(b))
- 8) The majority of Directors at any meeting (2 of the 3) shall constitute a quorum for the transaction of business. If less than a majority are present (1) the present director shall call the meeting to order, announce the date and time of the next scheduled meeting and promptly adjourn.

ARTICLE IV / PROCEDURES ON SPECIFIC ACTIONS

SECTION 1. Waivers/Exceptions/Exemptions

Any waivers, exceptions, or exemptions to any Lakeshore Estates Improvement District restrictions, resolutions or written policy OR to the building code must be requested in writing and approved by a majority of the Board of Directors and signed by all of the Directors.

SECTION 2. Authority in an Emergency

Directors have the authority to act in an individual capacity when an emergency arises. Authority to authorize the expenditure of funds in an emergency is limited to \$500.

SECTION 3. Committees

The Board of Directors may appoint committees from time to time and as necessary to perform specific functions. Committees shall consist of three or more individuals, one of which will be a Director. Once the specific function has been completed the committee will cease to exist. Such committees will report at regularly scheduled meetings of the Board of Directors.

SECTION 4. By-Laws

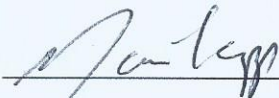
By-Laws may be amended by a majority vote of the Board of Directors. Previously adopted By-Laws are revoked simultaneously with adoption of new By-Laws. By-Laws are required to be registered with the Jefferson County Registrar of Deeds.

ARTICLE V / MEETINGS

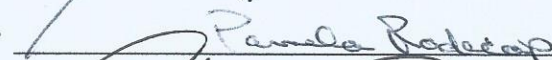
All meetings of the Board of Directors shall be open to the public in accordance with K.O.M.A.

- 1) Meeting Notices and/or schedules will be posted at the entrances to Lakeshore Estates and published electronically.
- 2) The Agenda for the Board of Directors monthly meeting will be available the Monday before the meeting. Requests for items to be added to the agenda should be given to the secretary prior to that Monday.
- 3) Approved Meeting Minutes will be made available to residents electronically upon request or maybe read in person at the office.
- 4) The Board of Directors shall schedule monthly meetings and quarterly budget meetings. Bi-annually, budget reports shall be submitted to the County Treasurer and shall be published in the official county newspaper in accordance with K.S.A. 19-2763
- 5) Audits shall be included with and the responsibility of the Jefferson County Treasurer.
- 6) Special Meetings maybe called at any time when all Directors are voluntarily present, or maybe called by the President or by any two Directors at any time.

Approved: Marvin Kopp, President



Approved: Pam Rodecap, Treasurer



Approved: Sharon Blankenship, Secretary

