# BYLAWS OF

# SNAKE CREEK MUTUAL WATER COMPANY

(A Utah Mutual Water Company)

#### **ARTICLE I - OFFICES**

The principal office of Snake Creek Mutual Water Company (hereinafter the "Corporation"), in the State of Utah, shall be located in Snake Creek, Wasatch County, State of Utah. The Corporation may have such other office, either within or without the state of incorporation as the Board of Trustees may designate or as the business of the Corporation may from time to time require.

#### **ARTICLE II - STOCKHOLDERS**

# 1. ANNUAL MEETING

The annual meeting of the stockholders shall be held after June 1st but not later than August 15th each year, at a time and place designated by the Board of Directors and upon notification of members, for the purpose of electing Directors and for the transaction of such other business as may come before the meeting.

Should it become necessary to have a special meeting for the purpose of handling special problems or in order to meet a deadline, and should such special meeting be required within one month before or after the time set for the annual meeting, such special meeting, upon proper notification to members, may be combined with the business to be conducted at the annual meeting, and the date of the annual meeting may be changed for that year only.

#### 2. SPECIAL MEETINGS.

Special meetings of the stockholders, for any purpose or purposes, unless otherwise prescribed by statute, may be called by the President or by the Trustees, and shall be called by the President at the request of the holders of not less than thirty (30) percent of all of the outstanding shares of the Corporation entitled to vote at the meeting.

# 3. PLACE OF MEETING

The annual meeting, and/or any special meetings called for any reason by the Directors, shall be held at any place, either within or without the state unless otherwise prescribed by statute, as the Board of Directors may designate.

# 4. NOTICE OF MEETING

Written or printed notice stating the place, day, and hour of the meeting and, in case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than ten (10) nor more than thirty (30) days before the date of the meeting, either personally or by mail, by or at the direction of the President, or the officer or persons calling the meeting, to each stockholder of record entitled to vote at such meeting. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, addressed to the stockholder at his address as it appears on the stock transfer books of the Corporation, with postage thereon prepaid. Notice may be waived in writing by any stockholder.

#### CLOSING OF TRANSFER BOOKS OR FIXING OF RECORD DATE

For the purpose of determining stockholders entitled to notice or to vote at any meeting of stockholders or any adjournment thereof, or in order to make a determination of stockholders for any other purpose, the Directors of the Corporation may provide that the stock transfer books shall be closed for a stated period but not to exceed, in any case, thirty (30) days. If the stock transfer book shall be closed for the

# (ARTICLE II, SECTION 5, continued)

purpose of determining stockholders entitled to notice of or to vote at a meeting of stockholders, such books shall be closed for at least thirty (30) days immediately preceding such meeting. In lieu of closing the stock transfer books, the Directors may fix in advance a date as the record date for any such determination of stockholders, such date in any case to be not more than thirty (30) days and, in case of a meeting of stockholders, not less than thirty (30) days prior to the date on which the particular action requiring such determination of stockholders is to be taken. If the stock transfer books are not closed and no record date is fixed for the determination of stockholders entitled to notice of or to vote at a meeting of stockholders, the date on which notice of meeting is mailed or the date on which the resolution of the Directors shall be the record date for such determination of stockholders. When a determination of stockholders entitled to vote at any meeting of stockholders has been made as provided in this section, such determination shall apply to any adjournment thereof.

### 6. VOTING LISTS

The officer or agent having charge of the stock transfer books for shares of the Corporation shall make, at least thirty (30) days before each meeting of stockholders, a complete list of the stockholders entitled to vote at such meeting, or any adjournment thereof, arranged in alphabetical order, or lot number order, with or without the address of, and the number of shares held by each. This list, for a period of thirty (30) days prior to such meeting, shall be kept on file at the principal office of the Corporation and shall be subject to inspection by any stockholder at any time during usual business hours. Such list shall also be produced and kept open at the time and place of the meeting and shall be subject to the inspection of any stockholder during the whole time of the meeting. The original stock transfer book shall be prima facie evidence as to who are the stockholders entitled to examine such list or to vote at the meeting of stockholders.

### 7. QUORUM

At any meeting of the shareholders, the members present in person or represented by proxy shall constitute a quorum. The vote of a majority of the votes entitled to be cast by the members present or represented by proxy shall be necessary for the adoption of any matter voted on by the members.

# 8. PROXIES

At all meetings of stockholders, a stockholder may vote by proxy executed in writing by the stockholder or by his duly authorized attorney-in-fact. Such proxy shall be filed with the secretary of the Corporation before or at the time of the meeting.

# 9. VOTING

With respect to all matters required to be submitted to a vote of the shareholders of the Corporation, Class A, Class B, and Class C shares shall be voting shares. The holders of Class A and class B shares shall be entitled to three (3) votes per share, and the holders of Class C shares shall be entitled to one (1) vote per share. Upon the demand of any stockholder, the vote for Directors and upon any question before the meeting shall be by ballot.

Voting privileges may be suspended for those who are delinquent on assessment payments and shall be reinstated upon payment of all such delinquent dues, assessments or fees.

# 10. ORDER OF BUSINESS

The order of business at all meetings of the stockholders shall be as follows:

- a. Roll Call
- b. Proof of notice of meeting or waiver of notice
- c. Reading of the minutes of preceding meeting
- d. Reports of Officers
- e. Reports of Committees
- f. Election of Trustees
- g. Unfinished Business
- h. New Business

### **ARTICLE III - BOARD OF DIRECTORS**

# 1. GENERAL POWERS

The business and affairs of the Corporation shall be managed by its Board of Trustees herein referred to as "Directors." The Directors shall in all cases act as a Board, and they may adopt such rules and regulations for the conduct of their meeting and the management of the Corporation, as they may deem proper, not inconsistent with these by-laws and the laws of this State.

# 2. NUMBER, TENURE AND QUALIFICATIONS

The number of Directors of the Corporation shall be not less than three (3) or more than five (5), President to be elected by the shareholders at any annual meeting as provided in the Articles of Incorporation. The Directors may provide, by resolution, the time and place for the holding of additional regular meetings without other notice than such resolution.

Every attempt shall be made to ensure that representatives from each class of stock are represented on the Board, and this policy should be reflected when preparing the roster of candidates to be presented for election at the annual meeting. If, after the annual election, it is determined that holders of a particular class of stock are not represented on the Board, a member or members holding the class of stock not represented may be appointed to serve in order to give adequate input from all interests.

Directors shall be elected to serve terms of two (2) years, with at least two (2) of the Directors being elected each year to provide for overlapping terms and to ensure that at no time shall the entire Board be elected in a single year.

# 3. REGULAR MEETING

A regular meeting of the Board of Directors shall be held without other notice than this by-law immediately after, and at the same place, as, the annual meeting of stockholders. The Directors may provide, by resolution, the time and place for the holding of additional regular meetings without other notice than such resolution, as required to adequately conduct the business and affairs of the Corporation; however, no fewer than one meeting each quarter or four (4) meetings shall be held each year, unless the President and at least two (2) other Board members meet informally by phone, email or other notes of communication, decide that there is not adequate business at hand to conduct to call a Board meeting. This decision and the reason for the decision shall be noted in the minutes and made a part of the next formally held Board of Director's meeting.

# 4. SPECIAL MEETINGS

Special meetings of the Directors may be called by or at the request of the President or by any member of the Board of Directors. The person or persons authorized to call special meetings of the Directors may fix the place for holding any special meeting of the Directors called by them.

# 5. NOTICE

Notice of any special meeting shall be given at least ten (10) days previously thereto by written notice delivered personally, or by email, or by fax, or mailed to each Director at his business address. If mailed, such a notice shall be deemed to be delivered when deposited in the United States mail so addressed, with postage thereon prepaid. The attendance of a Director at a meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting was not lawfully called or convened.

#### 6. QUORUM

At any meeting of the Directors a majority of the Directorships filled shall constitute a quorum for the transaction of business, but if less than said number is present at a meeting, a majority of the Directors present may adjourn the meeting without further notice.

# (ARTICLE III, continued)

# 7. MANNER OF ACTING

The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Directors.

# 8. NEWLY CREATED DIRECTORSHIPS AND VACANCIES

Newly created Directorships resulting from an increase in the number of Directors and vacancies occurring in the Board for any reason except the removal of Directors without cause may be filled by a vote of a majority of the Directors then in office, although less than a quorum exists. Vacancies occurring by reason of the removal of Directors without a cause shall be filled by vote of the stockholders. A Director elected to fill a vacancy caused by resignation, death, or removal shall be elected to hold office of the unexpired term of this predecessor.

#### 9. REMOVAL OF DIRECTORS

Any or all of the Directors may be removed for cause by a two-thirds majority vote of the stockholders entitled to vote or by action of the Board. Directors may be removed without cause only by a two-thirds majority vote of the stockholders entitled to vote.

# 10. RESIGNATION

A Director may resign at any time by giving written notice to the Board, the President, or the secretary of the Corporation. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof by the Board or such officer, and the acceptance of the resignation shall not be necessary to make it effective.

#### 11. COMPENSATION

No compensation shall be paid to any of the Directors for their service as a Director of the Corporation. Nothing herein contained shall preclude any Director from serving the Corporation in any other capacity, and receiving compensation therefore, such as manager of the water system for which the Director could be authorized to receive a salary.

#### 12. PRESUMPTION OF ASSENT

A Director of the Corporation who is present at a meeting of the Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless his dissent shall be entered in the minutes of the meeting or unless he shall file his written dissent to such action with the person acting as the secretary of the meeting before the adjournment thereof or shall forward such dissent by registered mail to the secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a Director who voted in favor of such action.

# 13. EXECUTIVE AND OTHER COMMITTEES

The Board, by resolution, may designate from among its members an executive committee and other committees, each consisting of three or more Directors. Each such committee shall serve at the pleasure of the Board.

#### **ARTICLE IV - OFFICERS**

# 1. NUMBER

The officers of the Corporation shall include a President who shall be elected by the Directors from the membership of the Board of Directors. Such other officers and assistant officers as deemed necessary may be elected or appointed by the Directors. In addition, the Board of Directors shall have the option to go outside of the body of shareholders to engage skilled services, such as a water system manager, secretary, or bookkeeper.

# (ARTICLE IV, continued)

# 2. ELECTION AND TERM OF OFFICE

The officers of the Corporation shall be elected by the Directors at the meeting to be held immediately following the annual meeting, and shall be elected for a term of one (1) year. Each officer shall hold office until his successor shall have been duly elected and qualified, or until his death or until he shall resign or shall have been removed in the manner provided below.

# 3. REMOVAL

Any officer or agent elected or appointed by the Directors may be removed by a majority vote of the Directors.

# 4. VACANCIES

A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Directors for the unexpired portion of the term.

# 5. PRESIDENT

The President shall be the principal executive officer of the Corporation and, subject to the control of the Directors, shall in general supervise and control all of the business and affairs of the Corporation. He shall, when present, reside at all meetings of the stockholders and of the Directors. He may sign, with the secretary or any other proper officer of the Corporation thereunto authorized by the Directors, certificates for shares of the Corporation, any deeds, mortgages, bonds, contracts, or other instruments which the Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Directors or by these by-laws to some other officer or agent of the Corporation, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of President and such other duties as may be prescribed by the Directors from time to time.

In the absence of the President or in the event of his death, inability or refusal to act, the Board of Directors shall appoint another Director to perform the duties of the President. When so acting, he shall have all the powers of and be subject to all the restrictions upon the President.

# SECRETARY

If required by the Directors, the secretary shall keep the minutes of the stockholders' and of the Directors' meetings in one or more books provided for that purpose, see that all notices regarding annual stock assessments, delinquencies and stock sales are duly given in accordance with the provision of these by-laws or in accordance with the laws of the State of Utah, be custodian of the Corporation records and of the seal of the Corporation and keep a register of the post office address of each stockholder, have general charge of the stock transfer books of the Corporation and in general perform all duties incident to the office of secretary and such other duties as from time to time may be assigned to him by the President or by the Directors.

### 7. TREASURER

If required by the Directors, the treasurer shall give a bond for the faithful discharge of his duties in such sum and with such surety or sureties as the Directors shall determine. He shall have Charge and custody of and be responsible for all funds and securities of the Corporation, receive and give receipts for monies due and payable to the Corporation from any source whatsoever, and deposit all such monies in the name of the Corporation in such banks, trust companies or other depositories as shall be selected in accordance with these by-laws and in general perform all of the duties incident to the office of treasurer and such other duties as from time to time may be assigned to him by the President or by the Directors. The treasurer may serve simultaneously as another officer.

# (ARTICLE IV, continued)

#### 8. SALARIES

Officers shall serve without salary, unless, upon recommendation of the Board and with approval of the stockholders, it becomes necessary to hire a professional (such as an accountant) to handle the responsibility of a certain office. Officers, as well as Board members, shall be reimbursed for expenses incurred in conducting the business and affairs of the Corporation.

#### LIABILITY OF DIRECTORS

All members of the Board of Directors, whether elected or appointed, shall be held harmless when fulfilling assignments or working on behalf of the Corporation. No Director in fulfilling his responsibility as a member of the Board shall be held personally responsible or liable for any action taken or obligation incurred on behalf of the Corporation so long as he acts in a reasonable manner and upon his best knowledge.

The Corporation shall indemnify any officer or Director against any expenses actually and necessarily incurred by him in connection with the defense of any action, suit or proceeding in which said Director is made a party by reason of being or having been a Director or officer, except in relation to matters as to which he shall be adjudged in such action, suit or proceeding to be liable for negligence or misconduct in the performance of his duties as an officer or Director.

#### ARTICLE V - CONTRACTS, LOANS, CHECKS, DEPOSITS, AND VIOLATIONS EXPENSES

#### CONTRACTS

The Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances.

### 2. LOANS

Without in any particular way limiting any of the obligations and powers of the Corporation, the Corporation shall not have the power to issue bonds, or borrow money, or mortgage its property without the unanimous consent of all of the members of the Board of Directors.

The Board of Directors shall, upon resolution duly adopted, have the authority to incur indebtedness on behalf of the Corporation, not to exceed \$100,000. Any loans of indebtedness in excess of that amount shall be incurred by the Corporation only upon the two-thirds majority vote of all of the shareholders present, in person or by proxy at an annual or special meeting called for the purpose.

# 3. CHECKS, DRAFTS, ETC.

All checks, drafts or other orders for the payment of money, notes or other evidences or indebtedness issued in the name of the Corporation, shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Directors.

# 4. DEPOSITS

All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust company or other depositories as the Directors may select.

#### 5. VIOLATIONS EXPENSES

Violators who fail to use the water in compliance with the Corporation's water rights, as defined at the Utah Division of Water Rights, for year round, part-time seasonal or recreational, indoor, domestic family use, and in conformance with all applicable rules and regulations, of the Utah State Department of Environmental Quality, Division of Drinking Water, will reimburse the company for all costs, including equipment and services associated with mitigating and/or resolving any violation.

### **ARTICLE VI - FISCAL YEAR**

The fiscal year of the Corporation shall begin on the 1st day of July in each year.

#### **ARTICLE VII - WAIVER OF NOTICE**

Unless otherwise provided by law, whenever any notice is required to be given to any stockholder or Director of the Corporation under the provision of these by-laws or under the provision of the Articles of Incorporation, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

# **ARTICLE VIII - AMENDMENTS**

These by-laws may be altered, amended or repealed and new by-laws may be adopted by a vote of the stockholders representing a majority of all of the shares issued and outstanding, at any annual stockholder's meeting or at any special stockholder's meeting when the proposed amendment has been set out in the notice of such meeting; except that by-laws pertaining to the qualifications, voting rights and property rights of members and termination and forfeiture of memberships shall not be amended or repealed unless such change receives at least a majority of the votes of the stockholders as prescribed herein.

These by-laws are duly adopted by the Board of Directors, following review, discussion, and shareholder vote, as directed on January 4, 2022.

14th Day of January, 2022

**Notarized** 

Signature

**Printed Name** 

Date

Masha Staffer
President

NOTARY PUBLIC
Corey McCoy
Comm. # 710406
by Commission Expires
02/05/2024
STATE OF UTAH

Vice President

**Notarized** 

Signature

Printed Name

Date

NOTARY PUBLIC Corey McCoy Comm. # 710406 My Commission Expires 02/05/2024

STATE OF UTAH

**Notarized** 

Signature

Printed Name

Date

NICOLE GRAY
Notary Public - Arizona
Pima County
Commission # 555939

My Commission Expires November 30, 2022

Secretary / Treasurer

on Jun 3 20 22 Linda Cavender

Personally appeared before me whose identity was proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the document, and signed the document.

Notary Public

State of Arizona, County of Pima