

THREE LAKES WATER ASSOCIATION – BOARD MEETING MINUTES

May 12, 2026

The Three Lakes Water Association Board of Trustees held their May 12, 2026 Board Meeting at 6:00 p.m. in a hybrid setting at the Association office, located at 17503 58th St SE and on audio/video conference. The Association website requests members to inform the Board President, by email (president@3lwa.org), of any comments, questions, or concerns to be discussed at the meeting.

Call to Order

The meeting was called to order at 6:00 pm. by President Lefebure (Chair). A quorum was satisfied by the following Board Trustees in attendance: Secretary Marek Jedrzejewicz who acted as Recording Secretary, Vice President Joey Martin, Trustee Heidi Mann, Treasurer Steve Campbell (on Teams).

Guests: Engineer Rodney Langer of David Evans and Associates, Inc. (DEA)

Management/Staff: GM Steve Butcher

Association Members: None Present

Board Meeting Materials were made available online and were emailed to the Board on May 5, 2026, containing links to the following documents:

- Current Board Meeting Agenda
- Manager's Report: Summary and Metrics handout
- DEA Report
- Reports of Officers and Committees
- Board Minutes for: April board meeting
- Monthly Financial Report: Summary of Cash and Investments, Cash Balance Summary (current and past month), Expenses, Payroll.
- Unfinished Business Items: Planned motions for board action and related supporting attachments
- New Business Items: Planned motions for board action and review and related supporting attachments

Association Member Input

- None to report

Operations and Engineering Update

- Manager Report: Submitted as part of the Board Materials and summarized verbally
- DEA Report: Submitted as part of Board Packet and summarized verbally

Reports of Officers and Committees

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- Officer report details submitted as part of the board materials and approved via Unanimous Consent.
- Financial positions submitted by the GM

Current Financial Information

Total Expenses:	\$ 62,500
General Funds:	\$ 193,450
Capital Funds:	\$ 852,352
Debt Funds	\$ <u>290,820</u>
Total Funds	\$1,336,622
Projected Interest	2.88%

Motions

Motion #2026.05-01: Motion to approve agenda. Moved by: Lefebure / 2nd: Jedrzejewicz. Result: **PASSED** (5 in favor, 0 opposed)

Motion #2026.05-02: motion to approve items on consent agenda: approve April minutes and pay bills. Moved by: Lefebure / 2nd: Jedrzejewicz. Result: **PASSED** (5 in favor, 0 opposed)

Motion #2026.05-03: Motion to Authorize the General Manager to accept credit/debit card payments from Members under Option 2 as proposed in the supplemental document provided for the meeting. Moved by: Jedrzejewicz / 2nd: Campbell. Result: **PASSED** (5 in favor, 0 opposed)

Motion #2026.05-04: Motion to Approve the Finance/Administration Policy Manual V2 as submitted to the board approving new policies (Keeping the Books, Budgeting Process, Capital Project Justification, Conflict of Interest, Annual Rate Setting Process, Information Access), rescinding obsolete or replaced policies (Budget Policy, Time Card, Harassment Policy, Conflict of Interest) and standardizing the presentation of all policies in the scope of the document without material change (all other). Moved by: Lefebure / 2nd: Martin. Result: **PASSED** (5 in favor, 0 opposed)

Call to Adjourn Meeting

Motion #2026.05-05: motion to adjourn 7:54pm Moved by: Lefebure / 2nd: Martin. Result: **PASSED** (5 in favor, 0 opposed)