

THREE LAKES WATER ASSOCIATION – BOARD MEETING MINUTES

March 10, 2026

The Three Lakes Water Association Board of Trustees held their March 10, 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 John Mannix, Trustee Heidi Mann, Treasurer Steve Campbell (on Teams) and Trustee Stephen Heise

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 March 6, 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: February 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

Agenda

Motion #2026.03-1: Move to accept agenda Moved by: Mannix / 2nd: Martin. Result: PASSED (4 in favor, 0 opposed)

Association Member Input

- None to report

Operations and Engineering Update

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- 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

- All Officers: Submitted as part of the board materials and summarized verbally. Treasurer read a summary of the Associations Financial Report.

Current Financial Information

Total Expenses:	\$ 81,362.56
General Funds:	\$ 554,787.70
Capital Funds:	\$ 379,063.39
Capital Fund Debt Res	\$ 306,477.33
Res Funds (Sub Acct):	\$ 116,521.74
Total Cash and Investments:	\$1,240,328.42

Motions

Motion #2026.03-1: Move to accept agenda Moved by: Mannix / 2nd: Heise. Result: PASSED (7 in favor, 0 opposed)

Motion #2026.03-2: Move to approve and pay the bills Moved by: Campbell / 2nd: Jedrzejewicz. Result: PASSED (7 in favor, 0 opposed)

Motion #2026.03-3: Move to approve the Minutes of the February Meeting Moved by: Jedrzejewicz / 2nd: Martin. Result: PASSED (7 in favor, 0 opposed)

Motion #2026.03-5: Motion to approve a series of updates to banking relationships to enable ease in investing funds and simplifying banking relationships as follows:

- Close the following banking relationships and accounts at the termination of need for the bank as determined by the General Manager: Columbia Bank (formerly Pacific Premier), Washington Federal, Pacific Crest.
- Authorize the use of Key Investment Services LLC (KIS) and KeyCorp Insurance Agency USA, Inc. (KIA) as an affiliated relationship to the Key Bank National Association (Key Bank) banking relationship for the simplification of investing uncommitted funds while preserving safety of funds
- Authorize the General Manager to open credit card at Key Bank and replace the credit card from Mountain Pacific Bank as the primary credit card.
- Establish the individual credit card limit of \$7,000 on the primary credit card and back up card if one exists.

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- Authorize the General Manager, and other signatories of record, to invest uncommitted funds in CDs and/or money market accounts within the Key Investment Services LLC (KIS) and/or KeyCorp Insurance Agency USA, Inc. (KIA) account.
- Authorize the General Manager, in collaboration with the Treasurer as per by-laws, to determine the account structure (i.e. what accounts within a bank are set up for what purpose) , implement that structure, and transfer funds across authorized banking relationships.
- To designate Key Bank as the primary business banking relationship. Moved by: Lefebure / 2nd: Martin. Result: PASSED (7 in favor, 0 opposed)

Motion #2026.03-6: Motion to authorize the President, VP, and GM to explore opportunities to grow or scale our operations with other water systems or groups sharing a common water source and share findings with the board. Moved by: Lefebure/ 2nd: Mannix. Result: PASSED (4 in favor, 1 opposed, 2 abstain)

Motion #2026.03-7: Motion to approve the updated Disbursement Policy as documented and submitted to the board in the document [Disbursement Policy V4 20260310]. Moved by: Campbell / 2nd: Martin. Result: PASSED (7 in favor, 0 opposed)

Motion #2026.03-8: Motion to defer Everett intertie conversation for one year. Moved by: Lefebure / 2nd: Martin. Result: PASSED (7 in favor, 0 opposed)

Call to Adjourn Meeting

Motion #2026.03-9: Motion to adjourn Moved by: Martin / 2nd: Lefebure. Result: PASSED (7 in favor, 0 opposed)