

THREE LAKES WATER ASSOCIATION – BOARD MEETING MINUTES

April 14, 2026

The Three Lakes Water Association Board of Trustees held their April 14, 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, 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 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: March S 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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- President’s Opening Remarks: As a board we have come a long way from the Annual meeting in October five months ago. We’ve made a lot of changes to the structure of the board and governance of the Association, how we get information, how we store it. We’ve cleaned up a lot of cloudy or opaque areas of the Association, simplified banking, brought up-to-date all signatories, modernized the account structures and where funds are positioned. We’ve addressed all the transparency issues of the past. Trustees have access to historical expenditures and revenues with freeform access. We’ve weathered personnel changes. We’ve enhanced employee benefits. We’ve started making the policy changes that we embarked upon in November. We’re relying on Committee Chairs for review and modernization efforts at a modest pace to complete the review this year. By Law review and updates are still planned to take to the Members this summer. So congratulations to the board for their efforts.
- 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:	\$ 86,101
General Funds:	\$ 151,291
Capital Funds:	\$ 898,360
Debt Funds	\$ <u>290,506</u>
Total Funds	<u>\$1,340,157</u>
Projected Interest	2.99%

Motions

Motion #2026.04--01: Motion to approve agenda Moved by: Lefebure / 2nd: Jedrzejewicz. Result: PASSED (5 in favor, 0 opposed)

Motion #2026.04--02: Motion to approved consent agenda items: 3/17/26 Special Board Meeting Minutes, Pay the Bills, Approve Governance Operating Model V4, and Approve the new Employee Handbook. Moved by: Lefebure / 2nd: Campbell. Result: PASSED (5 in favor, 0 opposed)

Motion #2026.04--03: Motion to approve “baseline” rate schedule and CFC as documented in 4/14/26 DEA Memorandum as part of the April board packet with rates effective July 1 2026. Moved by: Lefebure / 2nd: Martin. Result: PASSED (5 in favor, 0 opposed)

Motion #2026.04--04: Motion to approve an update to banking authorizations to enable investing uncommitted

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funds: Authorize Steve Butcher (General Manager), Steve Lefebure (President) , Marek Jedrzejewicz (Secretary), and Joey Martin (Vice President) to transfer funds between Three Lakes Water Association accounts at Key Bank and Key Investment Services LLC (KIS) and KeyCorp Insurance Agency USA, Inc. (KIA) as an affiliated relationship to the Key Bank National Association (Key Bank), and to make investment decisions related to CD investments. Moved by: Lefebure / 2nd: Campbell. Result: PASSED (5 in favor, 0 opposed)

Motion #2026.04--05: Motion to grant conditional final acceptance of the Big Deer West 2 Developer Extension project, per memo from DEA dated April 9, 2026 and attached herein, and authorize the General Manager Steve Butcher to carry out recommended actions upon verification of financial balances: 1) releasing performance bond funds (Bond GSA9800110 in the amount of \$32,217.00) to the Developer, and 2) completing reconciliation of the Project Deposit accounts against final expense tally and returning residual funds to the developer. Moved by: Lefebure / 2nd: Jedrzejewicz. Result: PASSED (5 in favor, 0 opposed)

Motion #2026.04--06: Motion to enter exec session 7:57pm Moved by: Lefebure / 2nd: Jedrzejewicz. Result: PASSED (5 in favor, 0 opposed)

Motion #2026.04--08: Motion to end exec session 8:05pm Moved by: Lefebure / 2nd: Jedrzejewicz. Result: PASSED (5 in favor, 0 opposed)

Call to Adjourn Meeting

Motion #2026.04--09: Motion to adjourn 8:10pm Moved by: Lefebure / 2nd: Martin. Result: PASSED (5 in favor, 0 opposed)