

RECORD OF PROCEEDINGS

EXECUTION COPY
DISTRICT NO. 1
DISTRICT NO. 3
DISTRICT NO. 4

MINUTES OF THE JOINT REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
THE LAKES METROPOLITAN DISTRICT NOS. 1, 3-4

HELD DECEMBER 19, 2023

The joint regular meeting of the Boards of Directors of The Lakes Metropolitan District Nos. 1, 3-4 (referred to hereafter as "Boards") were convened on Tuesday, December 19, 2023 at 9:30 a.m., via teleconference. The meeting was open to the public.

ATTENDANCE

Directors in Attendance were:

Michael A. Richardson
Paula J. Lindamood
Erika L. Volling

Excused Absentee: Florine T. Richardson and Amy Richardson

Also in Attendance were:

Heather Hartung, Esq., White Bear Ankele Tanaka & Waldron, P.C.
Eric Weaver and Katie Salazar, Marchetti & Weaver, LLC

JOINT MEETING

The Boards of Directors of the Districts have determined to hold a joint meeting of the Districts and to prepare joint minutes of actions taken by the Boards in such meetings. Unless otherwise noted herein, all official action reflected in these minutes shall be deemed to be the action of all Districts. Where necessary, action taken by an individual District will be so reflected in these minutes.

CALL TO ORDER

Director Richardson noted that a quorum of the Boards were present and called the Joint Regular Meeting of the Boards of Directors to order. Director Richardson designated Director Volling as the chairperson of the meeting.

DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST &
ESTABLISH
QUORUM

Director Volling noted that disclosures of potential conflict of interest statements for each of the Directors were filed with the Secretary of State by the District General Counsel, White Bear Ankele Tanaka & Waldron, P.C., seventy-two hours in advance of the meeting. Attorney Hartung requested that the Directors consider whether they had any additional conflicts of interest to disclose. Attorney Hartung noted for the record that there were no new disclosures made by the Directors present at the meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting and in accordance with the statutes. Additionally, the Boards determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Boards to act.

ADMINISTRATIVE
MATTERS

Agenda: Director Volling distributed for the Boards' review and approval an Agenda for the Districts' joint regular meeting. Following discussion, upon motion duly made, seconded and, upon vote unanimously carried, the Agenda was approved.

Public Comment: None.

Consent Agenda: The Boards discussed the Consent Agenda. Following review and discussion, upon a motion made, seconded and upon vote unanimously carried, the Boards approved, adopted, and ratified the Consent Agenda, subject to final legal review, including the following items:

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- a. Minutes from the November 8, 2023 Joint Regular Meeting and November 8, 2023 Annual Meeting
- b. Change Order from Atwell, LLC for Construction Administration (Additional Fee of \$7,500) (District No. 4 -144th Avenue Project)
- c. Change Order No. 3 from Brannan Construction (District No. 4 – 144th Avenue Project)
- d. Updated Builder Design Standards Rules and Regulations – Construction Regulations

CONSTRUCTION MATTERS

144th Avenue and Chambers Trail Paving Public Improvement Pricing and Status: At the June 20, 2023 BOD meeting, it was determined that District No. 4 would provide monthly updates to District No. 3 at the monthly BOD meetings to satisfy the status report requirements in the Assignment of and Second Amendment to Capital Improvements Pledge Agreement dated November 9, 2022. The monthly update from District No. 4 was:

Phase 1:

- Striping on interior is scheduled for next week.
- Installation of the mailboxes is anticipated next week.
- The Fulton Ditch storm work is in progress. ETA first week of January.

Landscaping plan revisions are nearly complete. The plans will be put out to bid in mid-January anticipating a February contract award.

144th:

- The road was opened in a temporary condition on Friday, December 15th.
- The roadway needs top lift.
- Chambers storm inlets are still needed.
- The water lines are still to be tied in at Chambers.
- The street lights to be turned on early January.

DISTRICT MATTERS

Accessibility Standards for Individuals with Disability for Information Technology Systems Employed by the District:

The Boards discussed that there are new requirements to be implemented by July, 2024. Legal Counsel is preparing a memorandum and policy document that will be implemented prior to the required date.

Management Agreement with Vintage Homes and Land, LLC (District No. 1):

The Boards discussed the Management Agreement with Vintage Homes and Land, LLC. Upon motion duly made, seconded and unanimously carried, the Boards determined to approve the Management Agreement with Vintage Homes and Land, LLC.

FINANCIAL MATTERS

Pay Application No. 12 – District No. 4: The Board discussed the Pay Application No. 12 for construction at Farmlore North. Following discussion, upon motion duly made, seconded and, upon vote unanimously carried, the Pay Application No. 12 was approved.

Pay Application No. 7 – District No. 4: The Board discussed the Pay Application No. 7 for construction of 144th Improvements. Following discussion, upon motion duly made, seconded and, upon vote unanimously carried, the Pay

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Application No. 6 was approved.

Payables of District No. 4: The monthly invoices for payment in addition to the Pay Application were for Atwell and Marchetti and Weaver. The Board discussed the invoices totaling \$3,867.75. Following discussion, upon motion duly made, seconded and, upon vote unanimously carried, the invoices were approved.

Requisition No. 19 – District No. 4: The Requisition No. 19 was reviewed and discussed by the Board. Following discussion, upon motion duly made, seconded and, upon vote unanimously carried, the Requisition No. 19 was approved.

2023 Audit Engagement Letter – District No. 1: The Boards discussed the 2023 Audit Engagement Letter from Green & Associates for District No. 1 in an amount not to exceed \$7,000. Following discussion, upon motion duly made, seconded and, upon vote unanimously carried, the Green & Associates Engagement Letter was approved.

OTHER BUSINESS

Next Regular Meeting: The next regular meeting is scheduled for January 16, 2024 at 8:30 a.m. via teleconference.

ADJOURNMENT

There being no further business to come before the Boards at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: Erika Volking
Secretary for Meeting