

METROPOLITAN PLACE

Board of Directors Meeting Minutes, September 9th, 2025 - 6pm

Virtual Meeting

Approved

Attendees: Robert Clements – President, Richard Halverson–, Vice President, Steve Pudloski – Treasurer, Mitch Lundquist – Secretary, Linda Scott – Member, Kristin Webster McCormick – Member, Sara Phillips – Founders3, Rowan Williamson- Founders3

Not Present: Wayne Bigelow – Member

Virtual Meeting called to order by: Sara Phillips– Founders3, 6:02pm

- I. Approval of Minutes: Sara Phillips– Founders3, asked for any questions concerning the August 2025 Board Meeting minutes. Kristin Webster McCormick – Member, made a motion to approve the August 2025 Board Meeting and minutes, and Mitch Lundquist, Board Secretary, second the motion. The August 2025 Board Meeting minutes were approved unanimously.
- II. Financial Reports: Sara Phillips– Founders3 states the financial reports for June 2025 and July 2025 will be presented at this meeting. Steve Pudloski – Treasurer presented the June 2025 financial report. Sara Phillips– Founders3 asks if anyone has any questions about the June financial report. Mitch Lundquist – Secretary makes motion to approve the June 2025 financial report. Kristin Webster McCormick – Member seconds the motion. The June 2025 financial report was approved unanimously. Steve Pudloski – Treasurer presented the July 2025 financial report. Sara Phillips– Founders3 asks if anyone has any questions about the July 2025 financial report. Kristin Webster McCormick--Member makes motion to approve the July 2025 financial report. Linda Scott– Member seconds the motion. The July 2025 financial report was approved unanimously.

III. Management Reports:

Sara Phillips-Founders3, provided the September 2025 Management Report Total Rentals: 38,16/Tower I & 22/Tower II or 11.24% of total sold units (338). Phillips reported on the petty cash fund. Purchases through 7/31/2025 were \$221 and included monthly Zoom payment with Cloud storage, two batteries for the fire panel in Tower II, cleaning solution, disinfecting wipes, Kleenex, paper towel, can of air, name tags, lint roller,

disposable gloves, and a new toilet seat for the Tower I public restroom.

September 2025 Maintenance Review:

Operating Projects	Status	Activities in August 2025
Tower I- 10 th floor leak from common space hallway pipe	Closed	Work is complete and owner approved. Invoice received and paid.
Tower I- Pressure sensor was bad on the booster pump	Closed	Monona Plumbing replaced the sensor. Invoice received and paid.
Tower I- New Air Handler Installed by 1901 Inc.	Closed	1901 installed Air Handler. Final invoice received and paid.
Tower II-Freight elevator has a bad sensor	Open	OTIS ordered new sensor. Awaiting part to arrive and be installed.
Fire Extinguisher check	Closed	Monthly Fire Extinguisher check done by maintenance
Generator Testing	Closed	Monthly Generator Testing done by maintenance

Reserve Fund Projects	Status	Activities in August 2025
Interior Common Area Improvements	Construction	Lighting, carpeting, and painting have started. Update to be given in Old Business. (Chair- Monique Clements and Steve Pudloski) .
Haunch Repair	Planning	Working with contractors to finalize schedule and process of this project. Update to be given in Old Business. (Chair Linda Scott)
Tower 1 & 2 Façade Condition Assessment	Planning	Working with consultants to develop a 2026 interim project and to refine the Reserve Study plan for future years.
Balcony Restoration Project	Construction	Working with Hard Surface Solutions to determine work to be completed. Work to be completed in 2025 to wrap up the project.
Solar Energy Feasibility Project	On Hold	No update given during Old Business (Chair- Richard Halverson)

IV. Old Business:

- V. Steve Pudloski – Treasurer gave the update on the Interior Common Area Improvements Project. Pudloski explained that the acoustic tiles in the ceilings will begin to be installed in Tower I. The Tower I elevator doors have started being painted one elevator bay at a time, resulting in the elevator being shutdown for four days during this process. Pudloski stated that the brightness of the Lobby lights is being investigated for replacements. Stains in carpet have been identified as tracked glue from installation and will be replaced by the contractor. Most of the woodwork being finished is complete in Tower I. Pudloski stated that painting in the hallways and lobby is almost complete in Tower II. Tiling around the elevators in Tower II is still in process. The Tower II package room has been painted, carpet, and shelving have been reinstalled. The restroom in Tower II will be tiled next week. Pudloski stated the estimated finish date of October 31st is still on target. Pudloski gave credit to Sara Phillips-Founders3 and Linda Scott-Member for their diligence of keeping Owners/Residents informed of work areas and changes that may occur. Pudloski addressed a question about wallpaper installation, stating the workman ship on the mockup was not accepted. Once the team feels certain the work can be done properly, the wallpapering will continue. Pudloski did not have a completion date for the wallpapering, as it requires time and expertise, which does not want to be rushed.
- VI. Robert Clements- Board President gave the update on the Merging of the Associations. Clements reminded everyone that the goal of this project is to merge the Parking Association with the Residential Association to make managing Association finances easier. The first action item of this project that was taken was that the Association gave new numbers to parking spaces to make it one cohesive list. The Association has since learned that the City of Madison did not like how this was done. A lot of extensive work from the team of lawyers was done to find an agreement with the City of Madison. The agreement is, only 34 units that need to have their parking space renumbered and re-deeded. Those new deeds need to be recorded with the City of Madison. The lawyers are working on the 34 deeds right now. Once they are signed by the owners, they will be included in the resubmission of the merger to the county and the city.
- VII. Linda Scott- Member gave the update on the Haunch Repair Project. Scott explained that this project is a structural repair that supports the parking garage and therefore is included in the Parking Restoration Project. The scaffolding next to the Tower I loading dock is the area in question. The scaffolding is a safety catch to support that corner of the parking structure. That corner was being supported by a haunch. A haunch is a structural shelf that the parking structure rests on. Scott stated that during the initial build of Tower I it was not anticipated that that haunch would have to support the corner of the garage as well. Now, the engineer has identified that the haunch has failed. Scott explained that Pierce

Engineers and Daniels Construction will be working together for this project. This project also involves work inside a condo that requires the condo to have items moved out for roughly one month. Scott stated this work will be disruptive and noisy to the surrounding areas during construction. The work is anticipated to being in a few weeks. The cost estimated is a little over \$200,000.00. There was money saved on the Parking Restoration project that will be used for this project. There was also a contingency that covered the cost as well. Currently the approved increase in the budget is \$50,000.00 for this Haunch Repair Project. Scott stated that the owner of the condo who is being directly impacted will have the impacted area repainted and a new door will be installed as well which will be covered by the Association as part of this project.

- VIII. Sara Phillips-Founders3 gave the update on the Balcony Restoration Project. Phillips explained that the scope of work is the underside of specific balconies that will have the paint stripped off and then power washed. This project will run Sept 15-19, 2025. Phillips stated that all owners have already been informed if their balcony will be worked on.

IX. New Business

- X. Robert Clements, Board President explained the updates to the rental policy at Metropolitan Place. As a review, Clements explained that rentals have always been required to have leases of at least 12 months to avoid short term or “Airbnb” style situations. The new verbiage is outlined in policy updates and was shared during the meeting. The first change is Owners must hold the title to their condo for a minimum of 12 months before requesting to rental approval. The second change is Owners, except in unusual circumstances, are limited to three consecutive two-year periods, which is a maximum of six years. Clements restated some of the existing guidelines with the rental policy such as all tenants must go through a New Resident Orientation and all leases must be provided to the office. Another guideline that the Board kept in the policy is that if the tenants are not following the rules at Metropolitan Place Condos, the Board can require the owner to evict the tenants. Mitch Lundquist – Secretary made a motion to approve the revised Rental Agreement Policy, Rich Halverson-Member seconds the motion. The revised Rental Agreement Policy is approved unanimously.
- XI. Owner Questions or Concerns: Questions from Owners who attended the meeting were addressed.
- XII. Meeting Adjourned: 6:54pm

METROPOLITAN PLACE

Board of Directors Meeting Minutes, October 14th, 2025 - 6pm

Virtual Meeting

Unapproved

Attendees: Robert Clements – President, Richard Halverson–, Vice President, Steve Pudloski – Treasurer, Mitch Lundquist – Secretary, Linda Scott – Member, Kristin Webster McCormick – Member, Sara Phillips – Founders3, Rowan Williamson- Founders3

Not Present: Wayne Bigelow – Member, Robert Clements-President

Virtual Meeting called to order by: Sara Phillips– Founders3, 6:02pm

- I. Approval of Minutes: Sara Phillips–Founders3 asked for any questions concerning the September 2025 Board Meeting minutes. Mitch Lundquist, Secretary, made a motion to approve the September 2025 Board Meeting minutes. Board Member, Kristin Webster McCormick, seconded the motion. The September 2025 Board Meeting minutes were approved unanimously.
- II. Financial Reports: Steve Pudloski, Treasurer, presented the August 2025 financial report. Sara Phillips, Founders3, asked if anyone has any questions about the August 2025 financial report. Linda Scott, Member, made a motion to approve the August 2025 financial report. Kristin Webster McCormick, Member, seconded the motion. The August 2025 financial report was approved unanimously.
- III. Management Reports:

Sara Phillips, Founders3, provided the October 2025 Management Report. Total Rentals: 38,16/Tower I & 22/Tower II or 11.24% of total sold units (338). Phillips reported on the petty cash fund. Purchases through 08/31/2025 were \$76.60 and included monthly Zoom payment with Cloud storage, ice for summer party, and flying insect spray for both trash rooms.

September 2025 Maintenance Review:

Operating Projects	Status	Activities in September 2025
Mifflin Street garage exit door- door spring broke	Closed	Work is complete by R&R doors. Invoice received and paid.
Tower I- New Grease lines on the Main Air Handler	Open	1901 Installed. Awaiting invoice
Tower II-Freight elevator has a bad sensor	Closed	OTIS ordered new sensor. Part was installed. Invoice was received and paid
Fire Extinguisher check	Closed	Monthly Fire Extinguisher check done by maintenance
Generator Testing	Closed	Monthly Generator Testing done by maintenance

Reserve Fund Projects	Status	Activities in September 2025
Interior Common Area Improvements	Construction	Lighting, carpeting, and painting have started. Update to be given in Old Business. (Chair-Steve Pudloski) .
Haunch Repair	Construction	Contractors have begun work. Update to be given in Old Business. (Chair Linda Scott)
Tower 1 & 2 Façade Condition Assessment	Planning	Working with consultants to develop a 2026 interim project and to refine the Reserve Study plan for future years.
Balcony Restoration Project	On Hold	Hard Surface Solutions finished all balconies except for two. The paint strippers they tried wouldn't work on those two balconies. Working on a plan.
Solar Energy Feasibility Project	On Hold	No update given during Old Business (Chair-Richard Halverson)

IV. Old Business:

- V. Steve Pudloski, Treasurer, gave the update on the Interior Common Area Improvements Project. The Tower II elevator doors have started being painted one elevator bay at a time, resulting in the elevator being shut down for four days during this process. Most of the woodwork being finished is complete in Tower I. Pudloski stated that painting in the hallways and lobby is complete in Tower II. The restroom in Tower II is tiled. Pudloski stated the estimated finish date has moved to around Thanksgiving.
- VI. Linda Scott, Member, gave the update on the Haunch Repair Project. Scott explained that this project is a structural repair that supports the parking garage and therefore is included in the Parking Restoration Project. The scaffolding next to the Tower I loading dock is the area in question. The scaffolding is a safety catch to support that corner of the parking

structure. That corner was being supported by a haunch. A haunch is a structural shelf that the parking structure rests on. The engineer has identified that the haunch has failed. Scott explained that all steel pieces that need to be used in this project must be fabricated exactly for this project. The fabrication of these materials is taking longer than expected, which has caused a slight delay for this project. Once the materials come in, the work will be on the exterior of the building first, then move to the inside of the building. Scott stated there will be certain days when noise and vibrations will be present, but ownership will be notified prior to those workdays.

VII. New Business

VIII. Steve Pudloski presented the proposed 2026 Residential and Parking Budgets via a power point presentation. Pudloski explained the Operating and Reserve Fund budgeting process and deadlines. Pudloski gave a summary of Proposed General Assessments: Residential General Assessment of \$2,354,200 is an increase of \$173,600 or 8%. That is about a \$43 per month increase for an average sized unit. Elevated Parking General Assessment of \$452,970 is an increase of \$18,299 or 4.2%. That is about a \$3.50 increase per space per month. Ground Parking General Assessments of \$52,030 is a decrease of \$26,690 or 51.3%. That is about a \$28 decrease per month. Pudloski also explained that there will be two additional options that Owners can vote for or against. Projects proposed at Board Meetings during 2025. Automatic door openers on the Terrace and Tower 2 Mifflin Entrance, and increased security at access doors from Garage to Tower 2 and Tower 1, these projects are estimated to cost \$60,000 total for both projects. Kristin Webster McCormick, Member, makes a motion to approve the proposed 2026 Residential and Parking Budgets. Linda Scott, Member, seconded the motion. The proposed 2026 Residential and Parking Budgets pass unanimously.

IX. Owner Questions or Concerns: Questions from Owners who attended the meeting were addressed.

X. Meeting Adjourned: 7:24pm

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Not Present: Wayne Bigelow – Member, Robert Clements-President

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- I. Approval of Minutes: Sara Phillips–Founders3 asked for any questions concerning the September 2025 Board Meeting minutes. Mitch Lundquist, Secretary, made a motion to approve the September 2025 Board Meeting minutes. Board Member, Kristin Webster McCormick, seconded the motion. The September 2025 Board Meeting minutes were approved unanimously.
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IX. Owner Questions or Concerns: Questions from Owners who attended the meeting were addressed.

X. Meeting Adjourned: 7:24pm

METROPOLITAN PLACE

Annual Owners Meeting Minutes, November 11th, 2025 - 6pm

Virtual Meeting

Approved

Attendees: Robert Clements – President, Richard Halverson–, Vice President, Steve Pudloski – Treasurer, Wayne Bigelow – Member, Kristin Webster McCormick – Member, Sara Phillips – Founders3, Rowan Williamson- Founders3

Not Present: Mitch Lundquist – Secretary, Linda Scott – Member

Virtual Meeting called to order by: Robert Clements – President, 6:05pm

I. Roll Call of Unit Owner and Certification of Proxies: Sara Phillips, Founders3, and Rowan Williamson, Founders3, took attendance of those at the meeting.

II. Annual Report of the Association: Robert Clements, Board President, commented on the progress of the projects from the year. The Interior Common Area Improvements Project, which included new lighting, paint, woodwork refurbishment, ceiling tiles, and new furniture for both buildings remains on track to have the majority wrapped up by the end of 2025. The Parking Structure Restoration and Haunch Repair are both continuing with success and will ensure the long-term safety and stability of the garage. The Balcony Restoration Project progressed and the two balconies that presented challenges are having solutions found for 2026. The policy on rentals were updated to continue the Metropolitan Place commitment of being an owner-occupied community. Remodeling, balcony use, and waste room policy were also updated. Financially, Metropolitan Place remains on solid footing with a healthy Reserve Fund and budget management. Work continues for the Merger of the Residential and Parking Associations. Clements concluded his statements by thanking the community for their trust in the board.

III. 2025 Financials Reports & 2026 Budget Report: Steve Pudloski, Treasurer, started with the 2025 budget performance. The four budgets are Residential Operating, Residential Reserve, Parking Operating, and Elevated Parking Reserve. Residential Operating was predicted to spend 96.5% of budget. The actual still sits at under 97% used. There were projects that were operated in that budget this year. The largest being the Common Area Improvements Project. This budget is multi-year. In 2025 the spending is \$1,700,000.00 for the Common Area Improvement Project and

\$600,000.00 for 2026 on the Common Area Improvement Project. The next projects are 2028 a façade maintenance and by 2030 both roofs will be redone. Pudloski-Treasurer explains the increase for the parking budget is we now collect the dirty water from the garage cleaning instead of the water going to the sewer and into the lakes. This process costs more. The total for garage maintenance was \$625,000.00. \$330,00.00 was contribution. The cost of the Haunch project estimate has increased from \$100,00.00 to \$200,000.00 because of significantly complicated solutions. This is still covered in the overall Parking Operating. Overall, the budget is on track with money in the reserves. For the 2026 Budget Report, Pudloski-Treasurer stated the summary of proposed general assessments. Residential General Assessment of \$2,354,200.00 is an increase of \$173,600.00 or 8%. That is about a \$43 per month increase for an average sized unit. The elevated Parking General Assessment if \$452,970.00 is an increase of \$18,299.00 or 4.2%. That is about a \$3.50 increase per space per month. The Ground Parking General Assessments of \$52,030.00 decreased by \$26,690.00 or 36.8%. That is about a \$28 decrease per space per month. The 2026 Residential Operating Budget increase is only 2%. The 2026 Residential Operating Assessment increase is 6.8%. This resulted from using \$109,000.00 of excess cash to reduce the 2025 assessment by \$109,00.00. We expect to spend more than half of the \$109,000.00 this year, so only \$46,300.00 in excess cash will be available to reduce the 2026 assessment. This is to avoid paying income tax on the excess cash. The 2% increase costs an average sized unit \$7.40 per month. The 6.8% assessment increase costs an average size unit \$23 per month. The 2026 Residential Reserve Assessment increase is 10%. This came after assessment recommendations from WJE inspection and evaluation. The onsite 30-year plan for the building's needs. The inspection happens every 3 years. The team walks and gives their assessment and then the Board and Owners can view it. This will happen next spring. Board President, Robert Clements, asked if there are any questions for Pudloski. There were no questions.

IV. Association Vote on Approval of 2026 Budget and Schedules of Assessments: Board President, Robert Clements, stated, the proposed 2026 Parking budget passed with a total of 207 votes. 206 votes were for, 1 was against. Clements explained that the extra options that were given in the vote for the 2026 Residential budget are as follows: The first option was to install automatic door openers on the terrace doors, as well as on the front doors of Tower II. The second option was to move fob readers to exterior doors leading into the building from the garage that don't currently have them in both Tower I and Tower II. Currently the fob readers on some of the doors are on an interior hallway door, and not the exterior door leading from the garage into the building. Clements stated that there was 1 vote was against the proposed 2026 Residential

budget. There were 10 votes for the approval of the proposed 2026 Residential budget only. There were 14 votes approving the proposed 2026 Residential budget with the addition of option 1. There were 12 votes approving the proposed 2026 Residential budget with the addition of option 2. There were 45 votes approving the proposed 2026 Residential budget with the addition of option 1 and option 2. Clements stated that the proposed 2026 Residential budget along with option 1 and option 2 passed with 45 total votes.

V. Board Member Election Results: Robert Clements, Board President, announced the elected Board Members for 2026. Steve Pudloski was re-elected, Ace Guenter and Stephen Rhody are the new elected Board Members.

VI. Owner Questions or Concerns: Questions from Owners who attended the meeting were addressed.

VI. Meeting Adjourned: 6:35pm

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VI. Meeting Adjourned: 6:35pm

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Attendees: Robert Clements – President, Kristin Webster McCormick–, Vice President, Steve Pudloski – Treasurer, Mitch Lundquist – Secretary, Linda Scott – Member, Ace Guenter– Member, Stephen Rhody—Board Member Sara Phillips – Founders3, Rowan Williamson- Founders3

Not Present: N/A

Virtual Meeting called to order by: Robert Clements—Board President, 6:02pm

- I. Approval of Minutes: Robert Clements, Board President, called for the approval of the October 2025 and November 2025 Annual Owners Meeting Minutes. Kristin Webster McCormick, Vice President, made a motion to approve. Ace Guenther, Board Member, seconded the motion. The October 2025 and November 2025 Annual Owners Meeting Minutes were approved unanimously.
- II. Financial Reports: Steve Pudloski, Treasurer, presented the September 2025 and the October 2025 financial report. Robert Clements, Board President, asked if anyone has any questions about the September 2025 and October 2025 financial reports. Linda Scott, Board Member, made a motion to approve the September 2025 and October 2025 financial reports. Mitch Lundquist, Board Secretary, seconded the motion. The September 2025 and October 2025 financial reports were approved unanimously.

December 2025 Board Meeting Financial Report			
September 2025 Financial Report		Residential	Parking
Cash Assets		\$2,496,579	\$470,580
Excludes Reserve Funds	Operating Accounts	Residential	Parking
	Owner Assessments	\$114,332	\$8,365
	Other Income	\$115	\$470
	Total Income	\$114,447	\$8,835
	Operating Expense	\$120,079	\$7,814
	Non-Operating Expense	\$0	\$0
	Total Expense	\$120,079	\$7,814
	Net Op & non-Op Income/(Loss)	(\$5,632)	\$1,021
	Operating Cash Balance	\$338,655	\$88,682
Includes Only Reserve Funds	Reserve Accounts	Residential	Parking
	Owner Assessments	\$67,383	\$34,583
	Reserve Interest	\$2,764	\$1,071
	Total Income	\$70,147	\$35,654
	Reserve Expense	\$104,777	\$4,241
	Net Reserve Income / (Loss)	(\$34,630)	\$31,413
	Loan Repayment Transfer	\$0	\$0
	Reserve Balance	\$2,156,192	\$381,897
Residential Reserve Payments	\$ 925.00 - Reserve Advisors, Final report. (offset by \$487 credit from Old North Trust)		
	\$ 16,000.00 - WJE - Roof Assessment for Reserve Fund condition		
	\$88,046.21 - Daniels - Interior Common Area Improvements		
	\$293.00 - Storage & insurance - Haunch Project to be reclassified to Parking		

Parking Reserve Payments	\$ 4,240.50 - Pierce Engineering Professional Services -Parking Structure Project
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December 2025 Board Meeting Financial Report			
October 2025 Financial Report		Residential	Parking
Cash Assets		\$2,402,045	\$503,614
Excludes Reserve Funds	Operating Accounts	Residential	Parking
	Owner Assessments	\$114,332	\$8,365
	Other Income	\$455	\$582
	Total Income	\$118,119	\$8,947
	Operating Expense	\$116,669	\$7,750
	Non-Operating Expense *	\$0	\$0
	Total Expense	\$116,669	\$7,750
	Net Op & non-Op Income/(Loss)	\$1,450	\$1,197
	Operating Cash Balance	\$319,090	\$88,048
Includes Only Reserve Funds	Reserve Accounts	Residential	Parking
	Owner Assessments	\$67,383	\$34,583
	Reserve Interest	\$2,559	\$992
	Total Income	\$69,942	\$35,575
	Reserve Expense *	\$117,734	\$4,203
	Net Reserve Income / (Loss)	(\$47,792)	\$31,372
	Loan Repayment Transfer	\$0	\$0
	Reserve Balance	\$2,081,440	\$415,566
	\$ 27,888.00 - M.M.Schranz Roofing Preventive maintenance of patio roofs		
	\$ 7,125.00 - Iconica - Interior Common Area Improvements		

Residential Reserve Payments	\$ 48,783.28 - Daniels - Interior Common Area Improvements
	\$ 26,523.44 - Building Service Inc - down payment new lobby furniture
	\$7,850.93 - Otis Elevator -
Parking Reserve Payments	\$ 1,200.00- Expansive - Overflow Parking
	\$ 706.75- Pierce Engineering Professional Services -Parking Structure Project
	\$ 2397.55 - BBM Madison - Moving and Storage Haunch Project

III. Management Reports:

Sara Philips, Founders3, gave the management report. Total Rentals: 39,16/Tower I & 23/Tower II or 11.53% of total sold units (338). Purchases through 9/30/2025 were \$555 and included monthly Zoom payment with Cloud storage, flying insect spray for both trash rooms, dog treats, packing tape, scotch tape, post it notes, hand soap, envelopes, plastic for flooring protection for balcony repairs, upgrade for Survey Monkey for Interior Common Area Improvements furniture selection, and offsite storage and insurance for a condo impacted directly for the Haunch Repair (any spending for the Haunch gets classified to Parking Reserve Fund). Purchases through 10/31/2025 were \$510 and included monthly Zoom payment with Cloud storage, HVAC filters for common areas, book of stamps, and offsite storage for a condo impacted directly for the Haunch Repair (any spending for the Haunch gets classified to Parking Reserve Fund).

September 2025 Maintenance Review:

Operating Projects	Status	Activities in November 2025
Tower I- New Grease lines on the Main Air Handler	Open	1901 Installed. Awaiting invoice
Tower II- 5 th floor Common Area Leak	Open	Common area leak repaired by Monona Plumbing. Awaiting Invoice
Irrigation blow down on terrace	Closed	Irrigation lines blown out for winter on terrace by Capital Lawn and Sprinkler. Invoice received and paid.
Fire Extinguisher check	Closed	Monthly Fire Extinguisher check done by maintenance
Generator Testing	Closed	Monthly Generator Testing done by maintenance

Operating Projects	Status	Activities in October 2025
Tower I- New Grease lines on the Main Air Handler	Open	1901 Installed. Awaiting invoice
Irrigation blow down on terrace	Open	Irrigation lines blown out for winter on terrace by Capital Lawn and Sprinkler. Awaiting Invoice
Tower II- 5 th floor Common Area Leak	Open	Common area leak repaired by Monona Plumbing. Awaiting Invoice
Drain Garage water for the winter	Closed	Completed by Founders3 Maintenance
Tower I and Tower II-Drain and clean cooling towers for winter	Closed	Completed by Founders3 Maintenance
Fire Extinguisher check	Closed	Monthly Fire Extinguisher check done by maintenance
Generator Testing	Closed	Monthly Generator Testing done by maintenance

IV. Old Business:

Steve Pudloski – Treasurer gave the update on the Interior Common Area Improvements Project. The punch lists for Tower I and final walkthroughs are being scheduled, there are no official dates as of right now. Pudloski reminded Owners not to touch the EXIT signs. Pudloski stated that finding the right contractors for the installation of the wall coverings has been a problem. Wallpaper proposals are being considered from various contractors. Pudloski stated the project is currently under budget. Pudloski explained that the brass in the elevators and the penthouse levels will be rehabilitated, which is in the budget for this project. Robert Clements, Board President, asked if there are any questions for Pudloski regarding the Interior Common Area Improvements Project, there were none. Clements also added that the lobby furniture for both Tower I and Tower II is anticipated to be delivered in mid-January.

Linda Scott, Board Member, gave the update on the Haunch Repair Project. Scott explained that this project is a structural repair that supports the parking garage and therefore is included in the Parking Restoration Project. The scaffolding next to the Tower I loading dock is the area in question. The scaffolding is a safety catch to support that corner of the parking structure. Scott explained that Pierce Engineers and Daniels Construction are working together on this project. The structural engineers are double-checking that the scaffolding that will hold the weight during the repair is stable and strong enough. Scott explained that the cost estimated is a little over \$200,000.00, which is under budget. There was money saved on the Parking Restoration Project that will be used for the Haunch Project. At this time, there is not an exact date for completion for this project. Robert Clements, Board President, asked if anyone had questions for Scott concerning the Haunch Repair Project, there were none.

V. New Business: No New Business

VI. Owner Questions or Concerns: Questions from Owners who attended the meeting were addressed.

VII. Meeting Adjourned: 6:35pm

METROPOLITAN PLACE

Board of Directors Meeting Minutes, January 13th, 2026 - 6pm

Virtual Meeting-Unapproved

Attendees: Robert Clements – President, Kristin Webster McCormick–, Vice President, Steve Pudloski – Treasurer, Mitch Lundquist – Secretary, Stephen Rhody—Board Member Sara Phillips – Founders3, Rowan Williamson- Founders3

Not Present: Linda Scott – Member, Ace Guenter– Member

Virtual Meeting called to order by: Robert Clements—Board President, 6:01pm

- I. Approval of Minutes: Robert Clements, Board President, called for the approval of the December 2025 Board Meeting Minutes. Kristin Webster McCormick, Vice President, made a motion to approve. Steve Pudloski, Treasurer, seconded the motion. The December 2025 Board Meeting Minutes were approved unanimously.
- II. Financial Reports: Steve Pudloski, Treasurer, will present the November 2025 Financial Report for approval at the February 2026 Board Meeting.
- III. Management Reports:

Sara Philips, Founders3, gave the management report. Total Rentals: 39,16/Tower I & 23/Tower II or 11.53% of total sold units (338). Purchases through 11/30/2025 were \$476 and included monthly Zoom payment with Cloud storage, black printer ink, markers, scissors, key tags, Kleenex, and offsite storage for a condo impacted directly for the Haunch Repair (any spending for the Haunch gets classified to Parking Reserve Fund.)

January 2026 Maintenance Review:

Operating Projects	Status	Activities in December 2025
Tower I- New Grease lines on the Main Air Handler	Open	1901 Installed. Awaiting invoice
Tower II- 5 th floor Common Area Leak	Closed	Common area leak repaired by Monona Plumbing. Invoice received and paid.
Quarterly Sprinkler Testing (both buildings)	Closed	Ahern completed sprinkler testing for both buildings. Invoice received and paid
Yearly Boiler Maintenance (both buildings)	Closed	1901 Inc completed yearly boiler maintenance for both buildings. Invoice received and paid.
Fire Extinguisher check	Closed	Monthly Fire Extinguisher check done by maintenance
Generator Testing	Closed	Monthly Generator Testing done by maintenance

Reserve Fund Projects	Status	Activities in December 2025
Interior Common Area Improvements	Construction	Project is in final stages. Lobby/office furniture is set to arrive January 15-16. Update to be given in Old Business. (Chair-Steve Pudloski)
Haunch Repair	Construction	Contractors have begun work. Update to be given in Old Business. (Chair Linda Scott)
Tower 1 & 2 Façade Condition Assessment	Planning	Working with consultants to develop a 2026 interim project and to refine the Reserve Study plan for future years.
Balcony Restoration Project	On Hold	Hard Surface Solutions finished all balconies except for two. The paint strippers they tried wouldn't work on those two balconies. Working on a plan.

IV. Old Business:

Steve Pudloski – Treasurer gave the update on the Interior Common Area Improvements Project. On Monday January 12th the walkthrough for the punch list for Tower I was completed. Pudloski explained that the architects are putting together images and locations for areas that still need to be improved and getting those lists to the contractors. Pudloski stated the wallpaper proposals from various contractors are being considered and will be decided either before February's Board Meeting or before March's Board Meeting. Pudloski stated that he hoped to have the walkthrough for the punch list for Tower II organized on Monday January 19th. Robert Clements, Board President, asked if there are any questions for Pudloski regarding the Interior Common Area Improvements Project, there were none.

Steve Pudloski – Treasurer, gave the update on the Haunch Repair Project. Pudloski explained that this project is a structural repair that supports the parking garage and therefore is included in the Parking Restoration Project. The scaffolding next to the Tower I loading dock is the area in question. The scaffolding is a safety catch to support that corner of the parking structure. Pudloski explained that Pierce Engineers and Daniels Construction are working together on this project. The structural engineers have confirmed that

scaffolding that was originally chosen to hold the weight during the haunch repair is not suitable for the whole weight amount. Pudloski explained that since the main engineer for this project's house burned down, we are experiencing some delays. Pudloski added that the okay has been given to add more scaffolding. The main reason for the additional scaffolding was because snow load was not considered for the whole weight amount at the beginning. Pudloski stated that any financial additions due to the change in scaffolding will be charged to the scaffolding company. Currently, there is no exact date for completion of this project. Robert Clements, Board President, asked if anyone had questions for Pudloski concerning the Haunch Repair Project, there were none.

V. New Business:

Sara Philips, Founders3, presented a budget quote from Furlong Industrial Systems for the Cooling Tower Maintenance Project. The Cooling Tower Maintenance Project includes inspections and preventative maintenance on the cooling towers in both buildings. Phillips stated this work would include looking at corrosion, build up and leaks for the exterior, interior, motors, gear boxes, nozzles, and spray branches. This is also an in-depth cleaning of all the mechanisms.

The second item in this budget quote is for the protective coating against rust and keeps the cooling towers in good shape. Phillips stated the cooling towers coating maintenance has not been done since they were installed. Philips also added that this same company that installed these cooling towers originally. Robert Clements, Board President, asked if anyone had questions for Pudloski/Phillips concerning the Cooling Tower Maintenance Project, there were none.

Robert Clements, Board President, called for the approval of the expense for the Cooling Tower Maintenance Project. Mitch Lundquist, Secretary, made a motion to approve. Steve Pudloski, Treasurer, seconded the motion. Cooling Tower Maintenance Project was approved unanimously.

VI. Owner Questions or Concerns: Questions from Owners who attended the meeting were addressed.

VII. Meeting Adjourned: 6:26pm

METROPOLITAN PLACE

Board of Directors Meeting Minutes, March 10th, 2026 - 6pm

Virtual Meeting

Approved

Attendees: Robert Clements – President, Kristin Webster McCormick– Vice President, Steve Pudloski – Treasurer, Mitch Lundquist – Secretary, Stephen Rhody— Board Member, Sara Phillips – Founders3, Rowan Williamson- Founders3

Not Present: Ace Guenter– Member, Linda Scott–Member

Virtual Meeting called to order by: Robert Clements— Board President, 6:01pm

- I. Approval of Minutes: Robert Clements, Board President, called for the approval of the February 2026 Board Meeting Minutes. Kristin Webster McCormick, Vice President, made a motion to approve. Stephen Rhody, Board Member, seconded the motion. February 2026 Board Meeting Minutes were approved unanimously.
- II. Financial Reports: Steve Pudloski, Treasurer, presented the January 2026 Financial Report Robert Clements— Board President asked if anyone has any questions about the January 2026 financial report. Mitch Lundquist, Secretary, makes motion to approve the January 2026 Financial Report. Kristin Webster McCormick, Vice President, seconds the motion. The January 2026 Financial Report was approved unanimously.

March 2026 Board Meeting		Financial Report	
January 2026 Financial Report		Residential	Parking
Cash Assets		\$2,597,005	\$546,149
Excludes Reserve Funds	Operating Accounts	Residential	Parking
	Owner Assessments	\$126,456	\$9,160
	Other Income	\$188	\$689
	Total Income	\$126,644	\$9,849
	Operating Expense	\$122,135	\$7,202
	Non-Operating Expense*	\$0	\$0
	Total Expense	\$122,135	\$7,202
	Net Op & non-Op Income/(Loss)	\$4,509	\$2,647
	Operating Cash Balance	\$390,993	\$97,921
Includes Only Reserve Funds	Reserve Accounts	Residential	Parking
	Owner Assessments	\$74,100	\$32,583
	Reserve Interest	\$2,133	\$825
	Total Income	\$76,233	\$33,408
	Reserve Expense*	\$3,100	\$49,636
	Net Reserve Income / (Loss)	\$73,133	(\$16,228)
	Loan Repayment Transfer	\$0	\$0
	Reserve Balance	\$2,204,196	\$448,229
Residential Reserve Payments	\$3,100- Reserve Advisors- Down Payment on-site Inspection and Update Reserve Study		

Parking Reserve Payments	\$49,636 – Haunch Project – Total Cost for January as Itemized Below \$2,782.50 – Pierce Engineers \$1,059.87 – Rickner – Payment to Owner, Hotel for Guest during holiday visit \$44,570.00 – Joe Daniels Construction – Invoice #1 \$224.00 – Unit 415 cost of storage for month
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III. Management Reports:

Sara Philips, Founders3, gave the management report. Total Rentals: 37,16/Tower I & 21/Tower II or 10.94% of total sold units (338). Purchases through 01/31/2026 were \$783 and included monthly Zoom payment with Cloud storage, gift cards and name tags for the Winter Party, ink for the maintenance printer, annual renewal for residential and parking for the DFI (Department of Financial Institution), lightbulbs, and offsite storage for a condo impacted directly for the Haunch Repair (any spending for the Haunch gets classified to Parking Reserve Fund).

March 2026 Maintenance Review:

Operating Projects	Status	Activities in February 2026
Tower I- Elevator Room Air Handler	Open	Elevator room air handler cooling tripping out. Part ordered through 1901. Awaiting part to arrive.
Tower II- Booster Pump	Open	Booster pump was leaking. Repaired Monona Plumbing- awaiting invoice.
Tower I – Water Heater Fan Motor Broke	Open	Monona Plumbing replaced motor. Awaiting invoice.
Tower I & Tower II- Main Air Handler Service	Closed	Maintenance serviced main air handlers, greased the lines, and changed filters.
Tower I & Tower II- Quarterly Sprinkler Testing	Closed	Completed by Ahern- Invoice received and paid.
Garage- Dry System pipe leak	Closed	Pipe repaired by Ahern- Invoiced received and paid.
Tower II- Replaced Fire Pump Drainage Piping in basement due to rust build up as original to the building	Closed	Repair made by Monona Plumbing. Invoice received and paid.
Fire Extinguisher check	Closed	Monthly Fire Extinguisher check done by Maintenance
Generator Testing	Closed	Monthly Generator Testing done by maintenance

Reserve Fund Projects	Status	Activities in February 2026
Interior Common Area Improvements	Construction	Project is in final stages. Update to be given in Old Business. (Chair-Steve Pudloski)
Haunch Repair	Construction	Contractors have begun work. Update to be given in Old Business. (Chair Linda Scott)
Tower 1 & 2 Façade Condition Assessment	Planning	Working with consultants to develop a 2026 interim project and to refine the Reserve Study plan for future years.
Balcony Restoration Project	On Hold	Hard Surface Solutions finished all balconies except for two. The paint strippers they tried wouldn't work on those two balconies. Working on a plan.

IV. Old Business:

Steve Pudloski, Treasurer, gave the update on the Interior Common Area Improvements Project. Pudloski stated that both punch lists for Tower I and Tower II have been turned in and the contractors are still working to correct each item on the punch list. Pudloski explained that the paint contractors have been working to complete the fine details in both Towers. Pudloski stated he, Sara Phillips-Founders3, and Rowan Williamson-Founders3, did a walk-through tour of Tower I and found a few further items. Pudloski explained that we are still awaiting a start date for the Penthouse level wallpaper contractor. Pudloski stated that the contractor has an issue with the installation and the wallpaper. Pudloski said he expects a proposal from the installation contractors by next week. Pudloski confirmed that Daniels Construction has taken issue with the request that they be responsible for paying for the new subcontractor. Robert Clements, Board President, addressed the topic of the new Lobby Furniture. Clements stated that he understands the furniture lay out might not be everyone's preference, however, the design is intentional as it must comply with the Americans with Disabilities Act. If you have questions, please voice your opinion, but please recognize that you cannot move the furniture around. An Owner voiced further concern about the timeline for the wallpaper installation on the Penthouse floors. Pudloski and Clements stated that if any Owner wanted to write to Daniels Construction about their concerns, Clements would see it passed on to Daniels Construction. Clements asked if there were any additional questions concerning the Interior Common Area Improvement project.

Steve Pudloski, Treasurer, gave the update on the Haunch Repair Project. Pudloski explained that this project is a structural repair that supports the parking garage and therefore is included in the Parking Restoration Project. The three sets of scaffolding next to the Tower I loading dock is the area in question. The scaffolding is a safety catch to support that corner of the parking structure. Pudloski stated that the city inspector signed off on all aspects except a 3-hour fire rating is required for the steel. Pudloski explained that there are two kinds of paint products that could work and we are waiting for bids to complete the process of applying the coats of fire-retardant paint. Then, the wall can be put back, and the project will be wrapped up. Robert Clements, Board President, asked if anyone had questions for Pudloski concerning the Haunch Repair Project, there were none.

V. New Business:

Robert Clements, Board President, introduced the topic of Garage Safety and Speed Bumps. Clements stated his agreement that garage safety needs to be addressed. Clements reviewed the history of the Garage Safety topic at Metropolitan Place from Board Meeting minutes that were taken in 2018. Garage Safety and Speed bumps were open for discussion. Clements made a motion to form a Garage Safety Committee to work together to figure out a plan to collect garage data and then collect that data. Stephen Rhody, Board Member, seconded the motion. Development of the Garage Safety Committee was approved unanimously. Board Member, Stephen Rhody, will be chairing the Garage Safety Committee.

VI. Owner Questions or Concerns: Questions from Owners who attended the meeting were addressed.

VII. Meeting Adjourned: 7:00pm