

## CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 2167 (Lakeview), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A special meeting held on July 31, 2025, at 7:30 a.m. in the Board of Education Room.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF  
APPROVING A CAPITAL PROJECT LEVY AUTHORIZATION AND  
CALLING A SPECIAL ELECTION THEREON

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on July 31, 2025.

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School District Clerk

Member \_\_\_\_\_ introduced the following resolution and moved its adoption, which motion was seconded by Member \_\_\_\_\_:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF  
APPROVING A CAPITAL PROJECT LEVY AUTHORIZATION AND  
CALLING A SPECIAL ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 2167 (Lakeview), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to approve a capital project levy authorization in the maximum amount of 2.061% times the net tax capacity of the School District. The proposed capital project levy authorization will raise approximately \$250,000 for taxes first levied in 2025, payable in 2026, and will be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$2,500,000. The proposed authorization will provide funds for enhancing safety and security, Career and Technology Education programs and equipment, classroom and building technology, digital curriculum, technology infrastructure and network improvements, device replacement, and the costs of technology-related personnel and training. The projects will be commenced prior to November 4, 2030 which is a date not more than five (5) years from the date of the special election approving the capital project levy authorization.

2. The projects described in paragraph 1 will be submitted to the Commissioner of Education of the State of Minnesota (the Commissioner of Education) for Review and Comment. Said projects and such submission have been approved by this Board. The actions of the School District's administration in applying to the Minnesota Department of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby directed, authorized, approved and ratified in all respects.

If the projects described in paragraph 1 do not receive a positive Review and Comment, the capital project levy authorization must be approved by 60 percent of the voters voting at the election, pursuant to Minnesota Statutes, Section 123B.63, Subdivision 3(a).

3. The question on the approval of the capital project levy authorization of the School District shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 4, 2025, between the hours of 12:00 p.m. and 8:00 p.m.

4. The School District's combined polling places and the precincts served by the polling places, as established and designated by resolution of the Board pursuant to Minnesota Statutes, Section 205A.11, are hereby designated for this special election.

5. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to each County Auditor at least eighty-four (84) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (d) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

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**NOTICE OF SPECIAL ELECTION  
INDEPENDENT SCHOOL DISTRICT NO. 2167  
(LAKEVIEW), MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 2167 (Lakeview), Minnesota, on November 4, 2025, between the hours of 12:00 p.m. and 8:00 p.m. to vote on the following question:

**School District Question  
Capital Project Levy Authorization**

The board of Independent School District No. 2167 (Lakeview), Minnesota has proposed a capital project levy authorization in the maximum amount of 2.061% times the net tax capacity of the School District. The proposed capital project levy authorization will raise approximately \$250,000 for taxes first levied in 2025, payable in 2026, and will be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$2,500,000. The proposed authorization will provide funds for enhancing safety and security, Career and Technology Education programs and equipment, classroom and building technology, digital curriculum, technology infrastructure and network improvements, device replacement, and the costs of technology-related personnel and training. The projects to be funded have received a positive review and comment from the Commissioner of Education.



**YES**  
**NO**

Shall the capital project levy authorization proposed by the board of Independent School District No. 2167 (Lakeview), Minnesota be approved?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A  
PROPERTY TAX INCREASE**

The polling places and precincts served by the polling places for the special election will be as follows:

Cottonwood Community Center  
142 W Main St.  
Cottonwood, Minnesota

Precinct 1

Wood Lake Community Center  
88 2<sup>nd</sup> Avenue West  
Wood Lake, Minnesota

Precinct 2

All qualified electors residing in the School District may cast their ballots at the polling places during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on Election Day.

Dated: July 31, 2025.

BY ORDER OF THE SCHOOL BOARD

/s/ \_\_\_\_\_, Clerk

6. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

7. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:


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**Special Election Ballot  
School District Ballot  
Independent School District No. 2167  
(Lakeview), Minnesota**

**November 4, 2025**

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**Instructions to Voters**

To vote, completely fill in the oval(s) next to your choice(s) like this: 

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To vote for a question, fill in the oval next to the word "Yes" for that question.

To vote against a question, fill in the oval next to the word "No" for that question.

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**School District Question  
Capital Project Levy Authorization**

The board of Independent School District No. 2167 (Lakeview), Minnesota has proposed a capital project levy authorization in the maximum amount of 2.061% times the net tax capacity of the School District. The proposed capital project levy authorization will raise approximately \$250,000 for taxes first levied in 2025, payable in 2026, and will be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$2,500,000. The proposed authorization will provide funds for enhancing safety and security, Career and Technology Education programs and equipment, classroom and building technology, digital curriculum, technology infrastructure and network improvements, device replacement, and the costs of technology-related personnel and training. The projects to be funded have received a positive review and comment from the Commissioner of Education.

 **YES**    Shall the capital project levy authorization proposed by the board of  
 **NO**      Independent School District No. 2167 (Lakeview), Minnesota be  
approved?

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A  
PROPERTY TAX INCREASE**

(Reverse side of ballot)

OFFICIAL BALLOT

November 4, 2025

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Judge

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Judge

(The ballot is to be initialed by two judges)



8. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, upon request, furnish in accordance with Minnesota Statutes, Section 204D.04 a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

9. At least forty-six (46) days before the special election, the Clerk shall prepare and have ready for use absentee ballots and shall mail absentee ballots to voters on the permanent absentee ballot list in accordance with Minnesota Statutes, Section 203B.04. Subdivisions 4 and 5.

10. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

11. The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

12. Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system at least three (3) days before the voting equipment is used and shall cause notice of the time and place of the test to be published in the School District's official newspaper at least five (5) days before the test.

13. Pursuant to Minnesota Statutes, Section 206.85, Subdivision 1(6), where an electronic voting system is being used at a counting center, the Clerk shall cause notice of the exact location of the counting center to be published in a legal newspaper during the week preceding the week of election and in the newspaper of widest circulation the day preceding the election or, if the newspaper is only published weekly, once during the week preceding the election.

14. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, November 7, 2025, and the tenth day, November 14, 2025, after the special election for the purpose of canvassing the results thereof.

15. If the proposed capital project levy authorization is approved, all proceeds from the capital project levy shall be deposited in the capital project referendum account which is a separate account in the School District's general fund. All interest income attributable to the capital project referendum account must be credited to the capital project referendum account. Money in the capital project referendum account may only be used for the costs of acquisition and betterment of approved projects. The funds in the capital project referendum account may be accumulated and not be expended until sufficient funds are available, may be accumulated and not be expended until additional funds from a bond issue are available, or may be expended on an ongoing basis for approved project costs. Any funds remaining in the capital project referendum account that are not applied to the payment of the costs of the approved projects before their final completion shall be transferred to the School District's debt redemption fund.

16. Pursuant to Minnesota Statutes, Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot question in written form within fifteen (15) days after the results have been certified by the Board.

17. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

18. Any obligations of the Clerk described herein may be undertaken by a County Auditor, acting on the Clerk's behalf, as the official in charge of elections in accordance with Minnesota election laws. The Board hereby authorizes the Clerk to work with the County Auditor in accomplishing the obligations described hereunder when necessary, appropriate, and desirable.

Upon vote being taken thereon, the following voted in favor thereof

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.