

## Cottage Park HOA Annual Meeting

January 17, 2026 • 1:00-2:00

Board members in attendance: David Larsen, Josh Lewis, Karen Higman, Kathryn Maschke, Accountant- Rich

Time/Person	Description-Discussions	Feedback/Questions
1:00- Dave	<p>The meeting called to order. Introductions of all the members present and the units in attendance.</p> <p>Tammi was not able to attend this meeting, but still wants to serve as a board member.</p>	Where was Tammi?
1:02- Dave hand- off to Josh	<p><b>Profit and Loss Statement:</b></p> <ul style="list-style-type: none"> <li>-The HOA has an accountant (3rd party) to ensure that the board is not doing anything that is shady/best interest of the HOA.</li> <li>-If you ever want a P/L statement or personal unit statement, please just email the HOA. It is also online on our website.</li> <li>-Total Income: \$ 263.444.37 from dues/sales/transfer fees- we spent \$266,195.01</li> <li>-Rich/Josh/Dave have monthly meetings to go over finances (dues/ costs)</li> </ul>	
1:09- Karen	<ul style="list-style-type: none"> <li>-Karen has a map of all units for reference with the roofs being replaced.</li> <li>-Our roofer will be doing an audit of our roofs and report back to the HOA for which ones need to be replaced this year. He had major surgery in August, which delayed this evaluation from happening before winter. We expect to know which ones need to be done this year by March/April. We anticipate at least 3 roofs per year.</li> <li>-Last year, we were able to get 7 roofs completed due to some discounts we got from the roofer due to his surgery.</li> <li>Handout of completed projects around our HOA.</li> <li>-We see gutters as a major concern and will be having a company come out and use a drone to check them for us.</li> <li>-We had major trims to some trees and backsides of units cleaned up. -Court still needs some attention.</li> <li>-Michael (current handyman) is moving and we have secured a construction guy to help us.</li> <li>-Mowing is our single biggest expense.</li> <li>-We have had a few wall issues due to water intrusion.</li> <li>-Every year we do get bids from companies to help save us money.</li> </ul>	Is there a tentative list of what units are next?

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1:09- Karen    1:21	<p>-Gutters are on our radar. IF you have an issue, please take a picture and send it to the HOA.</p> <p>-This is all the volunteer trees that keep springing up. Most of these are in the backyards and around the A/C units.</p> <p>-Yes, but they do not take care of it, so the HOA has to</p> <p>-We have roughly about half that are rentals.</p>	<p><i>At what point will we start to look at replacing gutters and painting the buildings?</i></p> <p><i>-What is late fall weeding?</i></p> <p><i>-Shouldn't this be the unit's responsibility?</i></p> <p><i>-How many units are there that are rentals?</i></p>				
1:25 Dave	Transfer fee from \$500-\$550. This is when the unit is sold. It is collected from the new owners and goes to help fix things that come back from the inspection reports.	<table><tr><th>YES</th><th>NO</th></tr><tr><td><b>All in favor</b></td><td><b>0</b></td></tr></table>	YES	NO	<b>All in favor</b>	<b>0</b>
YES	NO					
<b>All in favor</b>	<b>0</b>					
1:27 Dave	<p>Due increase by \$10 a month.</p> <p>Karen- yes; Dave-no, Josh-no, Kathryn-prior years discount, Tammy-yes</p> <p>-Table until the end of the meeting and we will vote on it.</p> <p>Various discussions about increasing costs and structure/builder being cheap.</p> <p>-A vote by the HOA can help change the rules on issues and how we pay for things. Thinking outside the box for solutions. -possible special assessments? HOA is committed to Mowing, Walls, and Roofs.</p>	<p><i>Do the board members pay their dues?</i></p> <p><i>Request that all board members pay until all roofs are paid?</i></p>				

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Dave	<p>If you see any with expired tags, you can call it in, and the police will ticket then eventually tow it. Just needs to be reported. We do have issues with the private road where the HOA has to handle it. Call Tory at Code Enforcement 856-7312 ext 8529</p> <p>-We asked for more information from 603, as we have not heard of this assessment being needed or how it can help him get his roof replaced.</p> <p>-As of right now we have replaced 18 units roofs which is about 50%. We have 19 more to go. We have been able to average 6 units a year which is 3 more than we plan for yearly.</p> <p>-Currently, we have roughly 90% paying dues. 40 Liens on units that have not been paying.</p> <p>We paid about 156K in 2025 for roof repairs and replacements. If we keep pace with at least 5 a year, it will take 4 years or fewer to replace them all. We set a conservative goal of about 3 roofs per year.</p>	<p><i>Cars abandoned on the side of the street?</i></p> <p><b>Unit 603-</b> <i>can you get an assessment done on my building so that I can get my roof replaced as he cannot sell it until this is done. He would like to know when he will get a new roof and if there are other ways to process this replacement. Currently does not have leaks in his unit.</i></p> <p><i>How many more years do we have until all are replaced?</i></p> <p><i>How many units are paying?</i></p>				
2:06-Dave	<p><b>VOTING:</b> Call to vote on a \$10 increase to monthly dues. -Passes- Dues will now be \$1560 (\$130 mo)</p>	<p><b>VOTE</b></p> <table><tr><th>YES</th><th>NO</th></tr><tr><td>7</td><td>4</td></tr></table>	YES	NO	7	4
YES	NO					
7	4					
2:08-Dave	<p>Call to vote on a discount to the prior year’s amount if paid in advance.</p> <p>-Passes- Paid in full of \$1440 at/by the end of May.</p> <p>Pay last year’s rates if paid in full by May 1st, 2025.</p>	<table><tr><th>YES</th><th>NO</th></tr><tr><td>All in favor</td><td>0</td></tr></table>	YES	NO	All in favor	0
YES	NO					
All in favor	0					

Time/Person	Description-Discussions	Feedback/Questions																				
Elections	<p>The board has 6 seats. There is an opening for one more person to serve. If you would like to join, please let us know.</p> <p>Dave nominates Tammi as board member, Kathryn seconds</p> <table><tr><th>YES</th><th>NO</th></tr><tr><td>All</td><td>0</td></tr></table> <p>Dave nominates Josh as Vice President, 601 seconded</p> <table><tr><th>YES</th><th>NO</th></tr><tr><td>All</td><td>0</td></tr></table> <p>Dave nominates Karen as board member, Kathryn seconded</p> <table><tr><th>YES</th><th>NO</th></tr><tr><td>All</td><td>0</td></tr></table> <p>Josh nominates Dave as President, 601 seconded</p> <table><tr><th>YES</th><th>NO</th></tr><tr><td>All</td><td>0</td></tr></table> <p>Dave nominates Kathryn as board member, Karen seconded</p> <table><tr><th>YES</th><th>NO</th></tr><tr><td>All</td><td>0</td></tr></table>	YES	NO	All	0	YES	NO	All	0	YES	NO	All	0	YES	NO	All	0	YES	NO	All	0	
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2:14-Dave	<p>Dave called for a vote about dues being forgiven for board members.</p> <table><tr><th>YES</th><th>NO</th><th>ABSTAIN</th></tr><tr><td>7</td><td>4</td><td>1</td></tr></table> <p>Passed. Dues will be forgiven for Josh and Dave.</p>	YES	NO	ABSTAIN	7	4	1															
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2:17-update	<p>There is going to be dirt work coming due to erosion issues on Woodson Court. This is a Spring project.</p> <p>Kathryn and her husband will assist 601 with changing her lightbulb</p> <p>Will there be a mid-year HOA meeting?</p>	<p><b>-601-</b> needs help changing her outside light above the door.</p> <p>All in attendance would like to have a mid-year meeting. It will TBD- summer.</p>																				
2:18- Dave	Meeting Adjourned																					