

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.</p> <p>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> | <i>Where was Tammi?</i> |
| 1:02- Dave hand- off to Josh | <p>Profit and Loss Statement:</p> <ul style="list-style-type: none"> -The HOA has an accountant (3rd party) to ensure that the board is not doing anything that is shady/best interest of the HOA. -If you ever want a P/L statement or personal unit statement, please just email the HOA. It is also online on our website. -Total Income: \$ 263,444.37 from dues/sales/transfer fees- we spent \$266,195.01 -Rich/Josh/Dave have monthly meetings to go over finances (dues/ costs) | |
| 1:09- Karen | <ul style="list-style-type: none"> -Karen has a map of all units for reference with the roofs being replaced. -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. -Last year, we were able to get 7 roofs completed due to some discounts we got from the roofer due to his surgery. <p>Handout of completed projects around our HOA.</p> <ul style="list-style-type: none"> -We see gutters as a major concern and will be having a company come out and use a drone to check them for us. -We had major trims to some trees and backsides of units cleaned up. -Court still needs some attention. -Michael (current handyman) is moving and we have secured a construction guy to help us. -Mowing is our single biggest expense. -We have had a few wall issues due to water intrusion. -Every year we do get bids from companies to help save us money. | <i>Is there a tentative list of what units are next?</i> |

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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 border="1" data-bbox="1067 572 1356 656"> <tr> <td data-bbox="1067 572 1225 614">YES</td><td data-bbox="1225 572 1356 614">NO</td></tr> <tr> <td data-bbox="1067 614 1225 656">All in favor</td><td data-bbox="1225 614 1356 656">0</td></tr> </table> | YES | NO | All in favor | 0 |
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| All in favor | 0 | | | | | |
| 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.</p> <p>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><i>Unit 603- 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>VOTING:</p> | <p>VOTE</p> | | | | |
| | <p>Call to vote on a \$10 increase to monthly dues.</p> | <table border="1" data-bbox="1024 1157 1286 1252"> <tr> <th data-bbox="1024 1157 1155 1199">YES</th> <th data-bbox="1155 1157 1286 1199">NO</th> </tr> <tr> <td data-bbox="1024 1199 1155 1252">7</td> <td data-bbox="1155 1199 1286 1252">4</td> </tr> </table> | YES | NO | 7 | 4 |
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| | <p>-Passes- Dues will now be \$1560 (\$130 mo)</p> | | | | | |
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| 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 border="1" data-bbox="344 375 605 451"> <tr> <td data-bbox="344 375 470 413">YES</td><td data-bbox="470 375 605 413">NO</td></tr> <tr> <td data-bbox="344 413 470 451">All</td><td data-bbox="470 413 605 451">0</td></tr> </table> <p>Dave nominates Josh as Vice President, 601 seconded</p> <table border="1" data-bbox="344 530 605 606"> <tr> <td data-bbox="344 530 470 568">YES</td><td data-bbox="470 530 605 568">NO</td></tr> <tr> <td data-bbox="344 568 470 606">All</td><td data-bbox="470 568 605 606">0</td></tr> </table> <p>Dave nominates Karen as board member, Kathryn seconded</p> <table border="1" data-bbox="344 663 605 739"> <tr> <td data-bbox="344 663 470 701">YES</td><td data-bbox="470 663 605 701">NO</td></tr> <tr> <td data-bbox="344 701 470 739">All</td><td data-bbox="470 701 605 739">0</td></tr> </table> <p>Josh nominates Dave as President, 601 seconded</p> <table border="1" data-bbox="344 796 605 872"> <tr> <td data-bbox="344 796 470 834">YES</td><td data-bbox="470 796 605 834">NO</td></tr> <tr> <td data-bbox="344 834 470 872">All</td><td data-bbox="470 834 605 872">0</td></tr> </table> <p>Dave nominates Kathryn as board member, Karen seconded</p> <table border="1" data-bbox="344 929 605 1005"> <tr> <td data-bbox="344 929 470 967">YES</td><td data-bbox="470 929 605 967">NO</td></tr> <tr> <td data-bbox="344 967 470 1005">All</td><td data-bbox="470 967 605 1005">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 border="1" data-bbox="344 1129 731 1205"> <tr> <td data-bbox="344 1129 470 1167">YES</td><td data-bbox="470 1129 605 1167">NO</td><td data-bbox="605 1129 731 1167">ABSTAIN</td></tr> <tr> <td data-bbox="344 1167 470 1205">7</td><td data-bbox="470 1167 605 1205">4</td><td data-bbox="605 1167 731 1205">1</td></tr> </table> <p>Passed. Dues will be forgiven for Josh and Dave.</p> | YES | NO | ABSTAIN | 7 | 4 | 1 | | | | | | | | | | | | | | | |
| YES | NO | ABSTAIN | | | | | | | | | | | | | | | | | | | | |
| 7 | 4 | 1 | | | | | | | | | | | | | | | | | | | | |
| 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><i>-601- needs help changing her outside light above the door.</i></p> <p><i>All in attendance would like to have a mid-year meeting. It will TBD- summer.</i></p> | | | | | | | | | | | | | | | | | | | | |
| 2:18- Dave | Meeting Adjourned | | | | | | | | | | | | | | | | | | | | | |