NICOLET PARC BOARD MEETING MINUTES

Monday, January 26, 2026 6:00 p.m., unit 91

Present: Kay Hartinger, Karen Gleason, John Fernandez, Sue Hollingsworth
Meeting was called to order at 6:00 pm. (There was no meeting in December, 2025).

Financial Update	November 2025	December 2025
Cash		
Operating	$14,770.63	$20,666.87
Net CDs (including money market accounts)	$381,344.81	$395,030.02
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$425,590.46**	**$445,171.91**
Change from previous month		**$19,581.45**

Comments:

- **$13,645** Fourth quarter water/sewer expense pending as of December 31st
- **$6,750** Salting of driveway, sidewalks, roof raking, and refill of salt inventory pending as of December 31st. Woodland Landscaping performed 14 driveway saltings for the late November and December storms.

Fire Alarm Panel update:

- We are testing additional industrial grade Styrofoam insulated boxes over the FAP boxes on buildings 1 & 4, in an attempt to reduce low temperature alerts received by the monitoring company.
- Kay will be attending a meeting with Ogden and Guetzke to discuss these alerts.

Maintenance update ~ plans for 2026:

- Additional dormers in need of repair will be prioritized and scheduled in the spring. Owners will be contacted when the schedule is finalized.
- Asphalt cracks will be sealed again this year to help maintain the life of the driveway. Notice will be given in a timely manner when the work is scheduled.
- The Board will get estimates for painting the upper trim work on buildings. Time and the sun have significantly faded the trim.
- Superior Reserve will complete and update our reserve study.

Landscaping ~ the Board:

- The Board will do a property walk in the spring to determine any areas requiring attention.

Owner concerns: The Board has heard from several homeowners regarding ice formation on sidewalks and in front of garages. As noted above, Woodland Landscaping is very diligent in plowing and salting**. Please be advised that the Board takes sidewalk and driveway safety as a significant concern.**

To that end, please utilize the salt containers located at your front door. **The salt is there for you to use.** For those owners that have an inner sidewalk that may get little or no sun, please use the salt. If your salt bucket is empty, please notify Miranda Cannon at Ogden by email at mirandac@ogdenre.com.

Meeting adjourned at 7:00 pm. Next meeting will be Mon February 23, 2026, at 6:00 pm.

NICOLET PARC BOARD MEETING MINUTES

Monday, February 23, 2026 4:00p.m., unit #64

Present: Kay Hartinger, Karen Gleason, Sue Hollingsworth Absent: John Fernandez

Meeting was called to order at 4:00 p.m. The Board approved the January minutes.

Financial Update	**December 2025**	**January 2026**
Cash		
Operating	$20,666.87	$21,223.23
Total Reserves (CD's and money market accounts)	$395,030.02	$395,991.57
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$445,171.91**	**$446,689.82**
Change from previous month		**$1,517.91**

Comments: The financials were approved by the Board. Expenses in January included quarterly water/sewer bills and multiple salting occurrences.

Updates:

Preferred Vendor List: The preferred vendor list for the Association was updated and reviewed by the Board.

Water Leak Building #1: Our buildings continue to surprise us. In January, a water leak occurred from a washing machine due to a clogged common discharge pipe between two units. If your washing machine drains into anything other than the utility sink, please notify Sue Hollingsworth (hollingsworthsue@gmail.com). The Board voted to reimburse the owner due to the plugged common drain pipe.

Water shut-off guide: The guide has been updated with some contact information changes. **It's important to remember that there is only one water main shut-off per building.** A copy of the guide is attached. In the event of a water leak when time is of the essence, this information is very important. **Please note your building's water shut-off unit and contact info.**

Fire Alarm Panel: The Board is researching new vendors for the 24 hour monitoring of the Fire Alarm Panel alerts. The Board is not pleased with the current vendor. The Board voted to proceed with obtaining proposals from several vendors recommended by Ogden. Please note

the panels are fully functional and remain in direct communication with the North Shore Fire Department.

Maintenance:

- Dormers in need of repair will be prioritized with work beginning in the Spring or Summer. Those building owners will be notified when definitive dates have been established. The target number for completion is 4-8 dormers in 2026.
- The Board will pursue proposals for building trim to be painted. Some areas are in greater need than others. Again, time and sun have significantly faded the trim in some areas.
- The Board is in the beginning process of initiating an updated Reserve Study from Superior Reserve.
- In April, the Board will complete the annual walk-about to inspect the general appearance of our complex. We will be inspecting items for general maintenance as well as landscaping needs that may have occurred over the winter months.

Owner issues:

- An abandoned car in the property has been reported to the Glendale police and will be towed in the near future.
- Exterior crack near a window noted by a unit owner (building 11) and will be repaired in the spring.

Meeting adjourned at 5:30 p.m. The next meeting will occur on Monday, March 23, 2026, at 6:00p.m. Submitted by Sue Hollingsworth

NICOLET PARC BOARD MEETING MINUTES

Monday, June 29, 2026 6:00p.m., unit #47

Present: Kay Hartinger, John Fernandez, Karen Gleason, Sue Hollingsworth

Meeting was called to order at 6:00 p.m. The Board approved the June 19th minutes.

Financial Update	**April, 2026**	**May, 2026**
Cash		
Operating	$17,228.83	$18,730.43
Total Reserves (CD's and money market accounts)	$448,490.75	$442,218.39
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$495,194.60**	**$490,423.76**
Change from previous month		**($4,770.76)**

Comments: The financials were approved by the Board. Several CDs matured and will be reinvested in a laddered strategy.

Updates:

Dormer work

Work on the dormers on building 2 is almost complete. The weather was unbearable, but the crew is almost finished. Statz Engineering is once again doing a fabulous job.

Upper trim painting (weather dependent)

Our contracted trim painters are working on our buildings. They will continue until finished.

Sump Pump work pending

Heiden will address the sump pumps in buildings 10 and 11. They will contact owners in those buildings for access in order to assess the working order of the sump pumps.

Landscaping

Trees will be trimmed this summer to prevent damage to the roofs and siding.

New Business:

Fire Alarm Panels

As the HVAC units on the panels are now 4-5 years old, the units need a thorough and complete cleaning and tune-up for the summer and in the fall. This work will maximize the efficiency of the heating and cooling systems. The Board is very pleased with the work of our

new monitoring company, Lee Mechanicals. A proposal by Lee to complete this work was approved.

After this year, we will move to an annual preventive maintenance schedule for the HVAC. Therefore, you may see work being done on the panel boxes.

Roof Issues
While addressing the dormers in building #2, it was uncovered that a small part of that roof is in need of repair. The Board approved our roofing experts to come and look at the area.

Meeting adjourned at 7:00 p.m. The next meeting will occur on Monday, July 27th 2026 at 6:00 p.m. Submitted by Sue Hollingsworth

NICOLET PARC BOARD MEETING MINUTES
Monday, July 27, 2026 2:15 p.m., unit #91

Present: Kay Hartinger, John Fernandez, Karen Gleason, Sue Hollingsworth

Meeting was called to order at 2:15 p.m. The Board approved the June 29th minutes.

Financial Update	**May, 2026**	**June, 2026**
Cash		
Operating	$18,730.43	$16,657.11
Total Reserves (CD's and money market accounts)	$442,218.39	$451,499.99
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$490,423.76**	**$497,632.12**
Change from previous month		**$7,208.28**

Comments: The June financials were approved by the Board. At the half-year mark, the Association is staying within its operating budget.

Updates:
Trim painting
The painters are aware of the areas of the buildings that still need painting. They will complete the work as the weather cooperates (weather dependent).

Fire Alarm Panel (FAP) HVAC work
Lee mechanicals has been on-site and provided the necessary maintenance service for our FAP HVAC units. The FAP system includes 17 separate HVAC units.

New Business:

Roof Issues
Significant gutter damage has occurred above unit 25, presumably caused by a delivery truck. Since there are no eye witnesses, the repairs will be completed at the Association's expense.

Landscaping inner units

A note about flower beds:
At Nicolet Parc, owners are able to garden on either side of the walks leading to the front

doors, as well as the end cap areas before you enter the front walkways. As a result, we have some flower beds that are beautifully cared for by owners, while some areas planted by previous owners and now no longer gardened, are a hodge hodge of perennial plants, flowers and weeds.
This creates confusion for the landscapers, who don't know which to clear and which to leave alone. The Board will be making a visual assessment of these flower beds before the end of summer, with the plan to give clear directions to the landscapers as to which beds are to be cleared and cleaned and which are hands off. This will be part of next year's landscaping budget, if feasible.

Annual Meeting
The annual meeting will be held on November 7th at 10:00. Please hold the date. Location to be announced soon.

Meeting adjourned at 3:30 p.m. The next meeting will occur on Monday, August 31st, 2026 at 6:00 p.m. Submitted by Sue Hollingsworth

NICOLET PARC BOARD MEETING MINUTES
Wednesday, Sept. 16, 2026 6:00 p.m., unit #91

Present: Kay Hartinger, John Fernandez, Karen Gleason, Sue Hollingsworth
Additional guest: Grant Myse, unit 79 (interest in joining the Board)

Meeting was called to order at 6:00 p.m.

Financial Update	**July, 2026**	**August, 2026**
Cash		
Operating	$9,789.83	$14,718.72
Total Reserves (CD's and money market accounts)	$444,012.78	$391,238.03
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$483,277.63**	**$435,431.77**
Change from previous month		**($47,845.68)**

Comments: The August financials were approved by the Board. August expenses included 4 dormer restorations, final trim painting invoice, FAP HVAC maintenance and system updates, installation of 17 FAP radio dialers. The Association remains within budget projections and on target for the end of the year budget.

Updates:

Fire Alarm Panel (FAP) work
Lee Mechanicals has completed the work on our FAP HVAC system and thermostats. New radio dialers have been installed and tested with the Fire Marshall. The Board is happy to report that this work has been successful. Nuisance temperature and ground fault alerts have been eliminated.

The only additional item to be completed is the selective tinting on some of the panels to help with reflective issues at a nominal cost. The FAPs will now require only routine maintenance.

New Business:

Tree Trimming
Woodland Landscaping provided an estimate for tree trimming which was approved. This work will occur in mid September or early October and includes all trees hanging over the roofs, dormers, and parking lots. When the Board receives a firm date, homeowners will be notified.

Annual Fire Alarm testing and sprinkler inspection
Annual **MANDATED** fire alarm testing and sprinkler head inspections will be scheduled in mid October or early November. **Access is needed to ALL UNITs with no exceptions.** When the Board receives a firm date, homeowners will be notified.

Kay Hartinger, Karen Gleason, Sue Hollingsworth and Sue Wilfert (volunteer) will coordinate the schedule and contact all 88 owners in the near future. Please respond promptly to any emails or phone calls. All owners must be home or provide access (garage code only, the Board will not accept keys). Given the size of our complex, your volunteer Board really appreciates your cooperation.

Annual Meeting
Our annual meeting will occur **Saturday, November 7th, at the new North Shore Library.** We will begin promptly at **10:30 am.** Please mark your calendar. **We need you to attend in order to meet the mandated quorum.** The Board will be sending out packets which will include a proxy statement for those who will not be able to attend.

Friendly Reminders
As the weather begins to get colder, please remember to keep your garage doors closed if you are not present in the garage. Mice and other rodents will seek out warm shelter for the winter months. Remember, if one unit has welcomed “guests” the whole building may be affected.

Miranda Cannon at Ogden should be contacted for ALL questions and concerns. Please email Miranda directly at Mirandac@ogdenre.com or use the Vantaca Owners Portal. If you do not have access to Vantaca, please contact Miranda. The Board of Directors has a supervisory function while our property management company manages maintenance requests, questions, concerns, and operations.

Meeting adjourned at 7:00 p.m. The next meeting will occur Monday, October 12th, 2026 at 6:00 p.m. Submitted by Sue Hollingsworth

NICOLET PARC BOARD MEETING MINUTES

Monday, March 30, 2026 6:00p.m., unit #64

Present: Kay Hartinger, John Fernandez, Karen Gleason, Sue Hollingsworth

Meeting was called to order at 6:00 p.m. The Board approved the February minutes.

Financial Update	**January 2026**	**February 2026**
Cash		
Operating	$21,223.23	$24,782.19
Total Reserves (CD's and money market accounts)	$395,991.57	$407,521.767
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$446,689.82**	**$461,778.97**
Change from previous month		**$15,089.15**

Comments: The financials were approved by the Board. First quarter water/sewer bill is pending.

Updates:

Water Leak Building #1: The Board was informed that three owners have washing machine hoses that drain into the wall instead of draining into the utility sink. Owners will be contacted in April to schedule inspection of the in-wall drains.

Fire Alarm Panel, 24-hour system monitoring: Due to lagging customer service from our current vendor, the Board and Miranda researched new vendors. The Board voted to approve Lee Mechanicals for this work. Ogden is working with Lee Mechanicals and has experienced excellent customer service from them. Lee Mechanicals also provides technical support, an assigned contact person, a mobile app with report generation functions, and in-person training for the Board and Miranda.

Please note, this work is limited to the monitoring of our system. The overall panel, system, and physical components remain fully functional and in compliance with all Fire Codes.

Maintenance:

- Johnson & Sons was contacted for an annual update on the maintenance of our paved streets. Crack fill and sinking in specific areas were discussed. The Board approved

addressing the crack fill process. The sinking in specific areas was tabled for further investigation. Owners will be notified when the work has been scheduled.
- The Board has begun the process of initiating an updated Reserve Study from Superior Reserve.
- In April, the Board will complete the annual walk-about to inspect the general appearance of our complex. We will be inspecting items for general maintenance as well as landscaping needs that may have occurred over the winter months.
- In light of the recent wind storm, some of our trees were damaged. The Board is working to completely address any other issues that were caused by this event. One example is some damage to a lamp post.

Owner issues or concerns:

- Two upper units reported leaking shortly after the wind storm in March. SJS Roofing will be contacted to further investigate these issues.
- Waste Management - Over the last few months there have been several incidents of trash and/or recycling bins not being emptied by Waste Management. Ogden is working with Waste Management to rectify this, and as such, we are tracking these occurrences. If this occurs again, please report it to Miranda (mirandac@ogdenre.com or via Vantaca Owner Portal). If possible, snap a few pictures. The pictures will help with the documentation process.
- A recent email reminded owners what not to dispose of down our drains. Please be mindful of what you are putting down the drains. Even if an item states that it is flushable, IT IS NOT. When in doubt, place the item in the garbage. We all utilize the drains and clogs are expensive, so please respect your fellow owners. Thank You!

Meeting adjourned at 7:000 p.m. The next meeting will occur on Monday, April 27, 2026, at 6:00p.m. Submitted by Sue Hollingsworth

NICOLET PARC BOARD MEETING MINUTES
Monday, April 27, 2026 6:00p.m., unit #91

Present: Kay Hartinger, John Fernandez, Karen Gleason, Sue Hollingsworth

Meeting was called to order at 6:00 p.m. The Board approved the March minutes.

Financial Update	**February 2026**	**March 2026**
Cash		
Operating	$24,782.19	$29,217.37
Total Reserves (CD's and money market accounts)	$407,521.76	$416,989.85
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$461,778.97**	**$475,682.24**
Change from previous month		**$13,903.27**

Comments: The financials were approved by the Board.

Updates:

Vendor change for monitoring of the Fire Alarm Panels
The Board previously voted to change monitoring companies. To complete this work, the radio dialers will be swapped out the week of May 18th. Please be cognizant that there will be workers around the buildings during that week. This is exterior work only and does not require access to units.

Please note, this work is limited to the monitoring of our system. The overall panel, system, and physical components remain fully functional and in compliance with all Fire Codes.

Water Issue
A basement leak occurred in building 10 during the recent major rain event. The leak will be addressed and the sump pump will be inspected. The cost of this repair is nominal and does not require any excavation. Additional sump pumps in building 10 and 11 will also be inspected. Owners will be contacted to coordinate entry into the basements that contain the sump pumps.

Trim Painting
The Board will obtain two or three estimates for painting the trim of the buildings.

Spring Property Walk
Two Board members will walk the property on Thursday, April 30th in order to ascertain needed repairs.

New Fannie Mae and Freddie Mac government mortgage requirements for condo associations
The Federal Government has issued new rules affecting condo financing, reserve funds, insurance, and project eligibility. Some of the new rules take effect in May, 2026 and some take effect January, 2027. The Board was alerted to these changes from Ogden. Please be aware that our Association meets or exceeds the new requirements.

Meeting adjourned at 7:00 p.m. The next meeting will occur on Monday, June 6, 2026, at 6:00p.m. Submitted by Sue Hollingsworth

NICOLET PARC BOARD MEETING MINUTES

Monday, June 15, 2026 6:00p.m., unit #91

Present: Kay Hartinger, John Fernandez, Karen Gleason, Sue Hollingsworth

Meeting was called to order at 6:00 p.m. The Board approved the April minutes.

Financial Update	**April, 2026**	**May, 2026**
Cash		
Operating	$17,228.83	$18,730.43
Total Reserves (CD's and money market accounts)	$448,490.75	$442,218.39
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$495,194.60**	**$490,423.76**
Change from previous month		**($4,770.76)**

Comments: The financials were approved by the Board.

Financial update

Invoices (some paid, some pending or expected) include the work on the fire alarm panel radio dialers, dormer repair, driveway crack sealing, and trim painting.

Updates

June meeting with the Fire Marshall occurred.100% of our updated radio dialers were tested and passed inspection. The Board received training from Lee Mechanicals on the application based monitoring and reporting system.

Shared sump pump maintenance. Buildings 10 and 11 are the only buildings that contain basements with sump pumps. The basement work and sump pump work in unit 111 was completed. The Board approved Heiden to bid for new sump pumps in 10 and 11. Owners will be notified by Heiden to set up an appointment to inspect sump pumps. Please note that not all owners in 10 and 11 have sump pumps.

Two proposals for upper trim painting were acquired. The Board approved the hiring of Service Pro to paint the upper trim.

Updated Condominium Association regulations from the Federal Government (Fannie and Freddie mortgages specifically) were reviewed. Our reserve funding, reserve position, and

recent reserve study indicate that Nicolet Parc Homeowners Association is in compliance with these new regulations.

Owner concerns:Water spraying from exterior spigots when turned on and off.
It has recently come to the attention of the Board that collapsible hoses are problematic for some of the exterior water spigots. A separate email with pictures and a more detailed explanation will be sent in the near future.

Please note: Miranda Cannon at Ogden should be contacted for ALL questions and concerns. Please email Miranda directly at Mirandac@ogdenre.com or use the Vantaca Owners Portal. We are a large association with 88 households. The Board of Directors has a supervisory function while our property management company manages maintenance requests, questions, and operations.

Meeting adjourned at 7:00 p.m. The next meeting will occur on Monday, June 29, 2026 at 6:00 p.m. Submitted by Sue Hollingsworth

NICOLET PARC BOARD MEETING MINUTES
Monday, August 17, 2026 6:00 p.m., unit #47

Present: Kay Hartinger, John Fernandez, Karen Gleason, Sue Hollingsworth
Additional guest: Grant Myse, unit 79 (possible interest in joining the Board)

Meeting was called to order at 6:00 p.m. The Board approved the July 17th minutes.

Financial Update	**May, 2026**	**June, 2026**
Cash		
Operating	$16,657.11	$9,789.83
Total Reserves (CD's and money market accounts)	$451,499.9	$444,012.78
Fixed Assets (land)	$29,475.02	$29,475.02
Total	**$497,632.12**	**$483,277.63**
Change from previous month		**($14,354.49)**

Comments: The June financials were approved by the Board. June invoices included second payment for the reserve study, roof repairs, quarterly water and sewer, and Fire Alarm Panel maintenance.

Updates:
Trim painting
The painters are aware of the areas of the buildings that still need painting as contracted. They will complete the work as the weather cooperates (weather dependent).

Please note that the scope of the trim painting included **selective second story trim and limited lower level trim painting of garage frames.** PMD will complete additional lower level garage trim next year. The painting plan is a multi-year project as the Board is spreading out the costs over several years as we strive to stay within budget.

Fire Alarm Panel (FAP) work
Lee Mechanicals has identified the cause of the ground faults and high/low temp alerts and will proceed with the replacement of thermostats. This work is mandated by the Fire Marshall. After this work is completed, the FAPs will have routine maintenance.

New Business:

Roof Issues
A roof leak has occurred in unit 45. SJS Roofing will be on site as soon as possible. Additional roof and gutter work is needed at unit 22/23.

The Board is considering a roof inspection for the entire complex in the fall.

Tree Trimming
Woodland Landscaping provided an estimate for tree trimming which was approved. This work will occur in mid September and includes all trees hanging over the roofs and dormers.

Annual Meeting
The annual meeting will be held on **November 7th at 10:30.** The location will be at the new **North Shore Library in the community room.** A map and instructions on how to get there will be provided closer to the meeting date. *Please note the new time.* **The library does not open until 10:00 so our meeting will begin promptly at 10:30.**

Meeting adjourned at 7:10 p.m. The next meeting will occur Wednesday September 16th, 2026 at 6:00 p.m. Submitted by Sue Hollingsworth