October 10, 2025

Dear Nicolet Parc Homeowners:

The 2025 Annual Meeting of the Nicolet Parc Condominium Association has been scheduled:

Date: Saturday, November 1, 2025

Location: The Anchorage @ The Holiday Inn
4700 N Port Washington Road

Time: Registration 9:30 am
Meeting 10:00 – 11:30 am

Enclosed are the Annual Meeting Agenda, 2026 budget, board member ballot, mandatory proxy, and notice of 2026 dues increase.

Three positions are available for election, however two people have volunteered to run, as presented on the Ballot. If you are interested in serving on the Board, please contact Ogden & Company by emailing Miranda Canon at mirandac@ogdenre.com on or before October 15, 2025. Nominations will not be accepted from the floor.

If you wish to run, please provide a statement of why you would like to be a member of the Board and how you feel you can contribute. If you have any questions about being on the Board, PLEASE don't hesitate to ask Miranda or any board member.

The Board of Directors would like to urge all Homeowners to attend the meeting. In addition to electing Board members, we will review the budget for 2026 as well as planned and completed maintenance and improvement projects.

If you are not able to attend, please complete the attached proxy and ballot and send them with your designated representative, or return them to: Ogden & Company, Inc., in the enclosed stamped, self-addressed envelope.

Owners are reminded that this meeting is held for the main purpose of electing directors as well as items listed on the attached agenda. If you have questions or concerns pertaining to your unit, or an individual issue, please contact Miranda. If time allows, an open forum may be held after all agenda items have been completed.

We look forward to seeing you on November 1, 2025. **Your participation as an Association member is very important for all of us to safeguard the value of our properties.**

Sincerely,

Nicolet Parc Board of Directors: Kay Hartinger (President and Treasurer), Karen Gleason (Vice President), Patricia Tester (Secretary), John Fernandez (Member at Large)

NICOLET PARC CONDOMINIUM ASSOCIATION

2025 Annual Meeting Agenda

The Anchorage at Holiday Inn
4700 N Port Washington Rd., Glendale, WI
(enter through the left door as you face the building)

Details:

Saturday, November 1, 2025
9:30 - 10:00 am Meet & Greet, Social time
10:00-11:30 am Association Meeting

Topics:

1. Welcome and Call to Order – 10:00 am (verification of quorum)
2. Association vote to approve 2024 Annual Meeting Minutes
3. Introduction of Board members
4. Review of Financials & 2026 budget
5. Board of Directors Report
    a. 2025 Completed Projects
    b. 2026 Projected Projects
6. Overview of Smoke Detector trouble shooting
7. Election

Three positions are available for election, however two people have volunteered to run, as presented on the Ballot. No nominations will be taken from the floor.

8. Open for questions – if time allows

If you have questions or concerns about your unit or an individual issue, please contact Miranda Cannon at Ogden, (mirandac@ogdenre.com), as this meeting will cover the designated agenda items only.

NICOLET PARC ASSOCIATION — Monthly fee increase $20 — No increase to Reserves

2026 BUDGET — *$378 fee reduced by $8/mo from interest earned on CDs

	Budget 2025	Budget 2026	2026 Budget vs 2025 Budget	Monthly Fees $370/ Unit*	% of Fees
TOTAL ASSESSMENT INCOME	**$ 369,600**	**$ 399,020**	**$ 29,420**	**$ 370**	
ANNUAL OPERATING EXPENSES					
ADMINISTRATIVE EXPENSE					
Legal Fees	$ 1,000	$ 1,000	$ -	$ 1	0.3%
Corporate Income Tax	$ 1,300	$ 1,300	$ -	$ 1	0.3%
Management Fee	$ 21,816	$ 22,252	$ 436	$ 21	5.6%
Office Supplies/Misc Admin	$ 4,000	$ 3,500	$ (500)	$ 3	0.9%
Credit Processing Fee			$ -	$ -	0.0%
Real Estate Tax	$ 925	$ 925	$ -	$ 1	0.2%
Insurance	$ 24,818	$ 37,293	$ 12,475	$ 35	9.3%
TOTAL ADMINISTRATIVE EXPENSE	**$ 53,859**	**$ 66,270**	**$ 12,411**	**$ 63**	**16.6%**
UTILITY EXPENSE					
Lease Payment - Glendale	$ 1,200	$ 1,200	$ -	$ 1	0.3%
Water/Sewer	$ 50,000	$ 60,000	$ 10,000	$ 57	15.0%
Electric - Common	$ 7,845	$ 7,150	$ (695)	$ 7	1.8%
TOTAL UTILITY EXPENSE	**$ 59,045**	**$ 68,350**	**$ 9,305**	**$ 65**	**17.1%**
REPAIR & MAINTENANCE EXPENSE					
Alarm Monitoring/Fire System	$ 9,500	$ 9,500	$ -	$ 9	2.4%
General Maintenance	$ 39,500	$ 39,500	$ -	$ 37	9.9%
Pest Control	$ 1,800	$ 1,800	$ -	$ 2	0.5%
TOTAL REPAIR & MAINTENANCE EXPENSE	**$ 50,800**	**$ 50,800**	**$ -**	**$ 48**	**12.7%**
GROUNDS					
Refuse Removal	$ 20,096	$ 28,800	$ 8,704	$ 27	7.2%
Lawn/Snow Maintenance	$ 48,000	$ 48,000	$ -	$ 45	12.0%
Landscaping	$ 10,000	$ 9,000	$ (1,000)	$ 9	2.3%
TOTAL GROUNDS	**$ 78,096**	**$ 85,800**	**$ 7,704**	**$ 81**	**21.5%**
TOTAL ANNUAL OPERATING EXPENSE	$ 241,800	$ 271,220	$ 29,420	$ 257	**68%**
RESERVE FUNDING	$ 127,800	$ 127,800	$ -	$ 121	**32%**
TOTAL EXPENSE	**$ 369,600**	**$ 399,020**	**$ 29,420**	**$ 378**	
NET OPERATING INCOME	0	0			

MANDATORY RETURN DATE OF NOVEMBER 1th 2025

PROXY

Be it known that I, the undersigned, a bon-a-fide owner _____,
(Printed owner name of unit owner)

_____ **of** _____ **on**
(Owner signature) (Street Address or Unit number)

_____ **do hereby make, constitute, and appoint,** _____
(Date) (Name of Proxy or default to Secretary)

as my true and lawful agent and attorney, or if not named this will default to the Secretary of Nicolet Parc Condominium Association, Inc. , in fact for me and in my name, place and stead, to vote upon my ownership interest subscribed for me or standing in my name as proxy, at the meeting of:

Nicolet Parc Condominium Association, on November 1, 2025

or on such other day at this particular meeting may be thereafter held by adjournment or otherwise within 180 days of it's original date, according to the number of votes I am now or may then be entitled to cast, hereby granting my said attorney in fact an agent full power and authority to act for me, and in my name, at said meeting or meetings, in the transaction of any business which may come before the meeting, as fully as I could do, if personally present, all in accordance with Wisconsin Statute 703.15 (4)(d)(1) and the By-laws of the above mentioned Association.

ACCEPTANCE OF PROXY (Proxy must sign before meeting or at sign-in table at the meeting)

I, _____, _____
(Printed name of the Proxy) (Signature of Proxy)

do hereby accept the foregoing proxy on _____
(Date)

NICOLET PARC HOA BALLOT FOR BOARD MEMBERSHIP 2026-2028



Karen Gleason

While I am 11 years retired, once a writer, always a writer. I have extensive experience in writing and editing for everything from print ads to online content, having spent 45 years working in various aspects of corporate communications. I have written for employees, retirees, senior executives and customers in every facet of communications, working in teams or on my own, but always looking for an interesting way to tell a story that will reach the intended audience. I have lived at Nicolet Parc for 18 years and would like to use my experience and skills to continue to contribute to the well-being of our community.



Sue Hollingsworth

I have a background in education spanning several decades teaching in the Milwaukee area. Those positions encompassed classroom instruction, specialized reading, special education, and curriculum coordination. I wore many hats as a team player. I have one son and two grandchildren currently residing in Charlotte, NC. Having lived in Shorewood for over 30 years, I am enjoying my retirement and living in Nicolet Parc. I am interested in contributing to this lovely community by volunteering to be on the Board.

BALLOT

(You may vote for two candidates)

	Vote Yes	**Vote No**	**Vote Sustain**
Karen Gleason	_____	_____	_____
Sue Hollingsworth	_____	_____	_____

Unit owner # _____ Unit owner signature_____

(Please bring this to the meeting OR return this with your Proxy in the stamped self-addressed envelope enclosed)

October 8, 2025

To: All Nicolet Parc Condominium Owners

Re: NICOLET PARC ANNUAL MEETING, Saturday, November 1, 2025, dues increase

This is to officially notify you that it will be announced Saturday, November 1st, 2025, at the Annual Meeting that as of January 1, 2026, the Nicolet Parc HOA monthly dues will be increased from the current rate of $350.00 per month to $370.00 per month.

If you already have a direct debit set up for your monthly dues payment, you do not need to make any changes ~ the new amount of $370.00 per month will automatically be deducted starting January 1, 2026.

If you cannot attend the meeting, please read all the details of the Annual Meeting in the Minutes when they are emailed from Ogden. Please let us know if you have any questions after you have read the Minutes.

Thank you!

On behalf of the Board, we look forward to strong attendance again at the Meeting, as well as constructive comments from our neighbors.

Sincerely,
Kay Hartinger
Board President

NICOLET PARC HOME OWNERS ASSOCIATION
2025 Annual Meeting Minutes
November 1, 2025

Present: Kay Hartinger, President/Treasurer; Karen Gleason, Vice President; Patricia Tester, Secretary; John Fernandez, Member at Large; Miranda Cannon, Ogden Property Manager

Meeting was called to order at 10:00 am. Quorum was verified by Miranda. Minutes of the 2024 Annual Meeting were approved by a majority show of hands.

Kay Hartinger introduced the board, as listed above, as well as Miranda Cannon, from Ogden, and thanked everyone for their service.

Kay reviewed current financials for 2025 and the Budget for 2026, including the rationale for the $20 per month increase to a total of $370 in Association dues as of January 1, 2026, mostly due to a 50% increase in our Association property insurance. Miranda confirmed similar increases with many other Associations.

John Fernandez reviewed Reserve Fund investments with Landing Rock Group, LLC., with a projected 2025 increase to Reserve Fund of $12,000 from accrued interest. He emphasized the upward trajectory of the Reserve Fund, which reflects an important strategic goal of the Board to be able to fund future expenses, (such as replacing roofs in 2036), without having to resort to special assessments.

Kay gave the Board of Directors Report, including a review of major maintenance projects completed in 2025, which include:

A. Twelve Dormer repairs on Buildings 1, 4, and 8. (Note: 8 Dormers were reported at the meeting ~ but 4 had been done in the Spring ~ 8 in the Fall ~ so the total for 2025 was actually 12 Dormers).
B. Installation of 10 Stop Signs.
(White lines extending from signs to the center of the road, showing where cars should stop will be added to complete this project in 2026).
C. Cracks in asphalt road were filled.
D. The entire property was freshly mulched, storm damaged trees were removed, and other landscaping projects were completed.

Kay reviewed major maintenance projects proposed for 2026, which include:

A. Dormer repairs to additional buildings in order of priority, as assessed by Statz Engineering.
B. Updated Reserve Study.
B. Painting of faded wood trim on all buildings.
C. Additional grounds maintenance.

Patricia presented a review of our Fire Alarm System, with descriptions of both systems as follows:

A. **Fire Alarm Panels, the Red Pull Boxes, Heat Sensors** ~ and the extensive electronic monitoring provided by Emergency 24, which includes a Daily Report to Ogden, Guetzke, and Board Members.§

B. **Combination Smoke/CO Intercommunicating Detectors** ~ have 10 year batteries, and devices will be due for replacing by the Association in 2032. Owners takeaway: press center button once to silence and reset in case of random beeping ~ *when there is no fire.* Contact Ogden for assistance if needed: **24-Hour Emergency Number ~ 414-276-5285.**

Patricia asked for questions ~ several owners related experiences with detectors going off randomly. Patricia stated ~ detectors can occasionally be set off by: shower steam, candle blow-out residue, air fresheners, strong cleaning chemicals, dust, and smoke from burned food.

Kay introduced two candidates running for Board positions: Karen Gleason, running for a second term; and Sue Hollingsworth, running for an open seat.

Kay called for the vote, Patricia seconded, and the vote was approved by a majority show of hands.

Kay adjourned the meeting at 11:30 am. **Patricia Tester, Secretary**