

**CEDAR COVE HOA
BOARD OF DIRECTORS MEETING
February 18th, 2021**

Minutes of the Board of Directors Meeting of the Cedar Cove HOA, Lincoln, Nebraska, held at 7:00 p.m. on the 18th day of February 2021 over Zoom.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

II. ROLL CALL OF OFFICERS

Present: Dan Nissen, Don Stevens, Jim Kinkennon, John Knudsen

Absent: Ken Cousino

NAI/FMA: Dayton Stange (Property Manager), Jamie Meyer, Joel McGill.

III. CURRENT FINANIAL CONDITION

Expense summary for year ending December 2020:

Total Income: \$115,200

Utilities: \$20,398.58

Maintenance Expense: \$78,550.39

Sprinkler System Repairs: \$10,637.35

Insurance: \$667.00

Management Fee: \$7,803.12

Miscellaneous: \$1,438.28

Total Expenses: \$119,494.72

Year to Date Profit/Loss: -\$4,294.72

IV. OLD BUSINESS:

Service Contract for Lawn Care/Snow Removal

NAI FMA had obtained an updated proposal from Jason's Lawn and Landscapes and proposals from three additional lawn care companies. Joel McGill reviewed the proposals. All four proposals are based on a four step fertilization program, trimming with string trimmers, and weekly mowing.

- Groundscapes: \$6,015.42 per month from April through October. They do not do snow removal.
- Holmes Lawn Service: \$5,512.85 per month from April through October. They do not do snow removal.
- Yard Worx: \$5,278.57.42 per month from April through October. They do not do snow removal.
- Jason's Lawn Care: \$4,500.00 per month from April 2021 through March 2023. This price does include snow removal. Jason's proposal included the following options.
 - Six step fertilization program: \$4,750.00 per month, April 2021 through March 2023.
 - Option for a four year contract. Cost for April 2023 through March 2025: \$4,750.00 per month for the four step fertilization and \$5,000.00 per month for the six step fertilization.

Action Items for Dayton Stange, NAI/FMA:

Contact Jason's Lawn and Landscaping for clarification on two issues.

1. If the six step fertilization program is used at \$4,750 per month, is the snow removal still \$4,500 per month?

Jason's Response: No, the total cost of lawn care and snow removal is spread over the entire 12 months. The cost of the six step program is \$4,750 per month from April 2021 through March 2022.

2. If the six step fertilization program is used in Year 1, can we go back to the four step program in Year 2 if so desired?

Jason's Response: Lawn care products are purchased in advance for the year. If Jason had early enough notification it would be possible. Jason was going to give this additional consideration and get back with Dayton.

Summary: The decision on a new lawn care provider was not made during the meeting. However, the Board members that were present are in favor of staying with Jason's. The main concern are increased costs and snow removal. Most snow removal companies charge per occurrence with costs scaled to snow depth. Based on snow amounts from two of the last three winters (2018/19 of 55" and 2020/21 of 50.1" and still counting), charging per occurrence for snow removal would be a high risk and potentially very expensive. Couple snow removal per occurrence with the higher costs of the other potential lawn care providers make a change unfeasible. We also believe we can work more closely with Jason's to identify lawn issues and get them resolved in a timely manner.

V. NEW BUSINESS:

1. Dayton Stange of NAI FMA noted he is the interim Property Manager for the Cedar Cove HOA. He has temporarily replaced Jacque Buller who is no longer with NAI FMA. Jamie Meyer will assume the Property Manager role on March 1.
2. Dan Nissen suggested that the maintenance of the landscaping for the entrance sign and the two sprinkler mains be added to the contract of HNR Outdoor Designs. Maintenance would include adding additional mulch as required each spring and weeding as required. HNR currently maintains the lawn sprinkler system and are at those areas monthly anyway. They also did the landscaping around the little building covering the second main. Dayton Stange will contact HNR and request a proposal.
3. Dan Nissen requested that when the sprinkler system is activated this spring that the sprinklers be operated during the day so homeowners would be able to check for any damaged heads. Dayton Stange will discuss with Nick of HNR.
4. John Knudsen volunteered to contact the Post Office concerning the mailboxes at the west side of Cedar Cove and just north of Leighton. Access to the mailboxes has been difficult and there is a high risk of falling due to the amount of snow this winter.
5. Dan Nissen reported that the Board had not received the financial statement from NAI FMA for December 2020.

Note: Dayton Stange emailed the financial statement to Board members on Feb. 19. A summary of the year ending 2020 expenses is included above in section III.

VI. MANAGEMENT REPORT

Board minutes and financial reports will be available for homeowners via website.

VII. ADJOURNMENT

The zoom meeting was adjourned at approximately 7:55 pm.