

**CEDAR COVE HOA
BOARD OF DIRECTORS MEETING
December 1st, 2025**

Minutes of the Board of Directors Meeting of the Cedar Cove HOA, Lincoln, Nebraska, held at 5:00 p.m. on the 1st day of December 2025 at the home of Dan Nissen.

I. CALL TO ORDER

The meeting was called to order at 5:00 p.m.

II. ROLL CALL OF OFFICERS

Present: Dan Nissen, Jim Kinkennon, Pam Spicher, Jay Haes, Joe Wingrove

NAI/FMA: Jamie Meyer, Property Manager

Absent: None

III. CURRENT FINANCIAL CONDITION

Year to date expense summary through month ending October 2025:

Total Income: \$144,000.00

Utilities: \$18,453.38

Maintenance Expense: \$110,337.13

Repairs: \$6,810.00

Insurance: \$703.00

NAI/FMA Management Fee: \$7,982.10

Miscellaneous: \$1,663.37

Total Expenses: \$145,948.98

Year to Date Profit: -\$1,948.98

IV. OLD BUSINESS:

1. 2025 Expenses Through September: The 2025 expenses through October are shown above. Total income from HOA dues is \$144,000. Total expenses are \$145,948.98 resulting in a year-to-date loss of -\$1,948.98.

2. 2025 Budget: The actual expenses through October 2025 were compared to the 2025 Budget established a year ago. The forecast expenses through October 2025 were \$161,134. The actual expenses as shown above are \$145,948.98 so we are currently \$15,185.02 under our forecast expenses. The 2025 Budget had forecast a year end loss of -\$2,761. Lawn care expenses (fall application, one mow, and edging of sidewalks) will be in November expenses and December snow removal costs will be higher than the 2025 Budget forecast. There have been two snow removal expenses to date and it is only Dec 1. Possible additional snow removal expenses will determine if we end the year with a small profit or loss.

V. NEW BUSINESS:

1. 2026 Budget: NAI FMA has received quotations for lawn care, sprinkler maintenance, snow removal, and trash collection for use in establishing a budget for 2026. There have been significant increases in lawn care and snow removal. We are forecasting 2026 expenses at \$188,279. This is an increase of \$12,718 over our 2025 Budget. HOA dues will need to be increased from \$120 per month to \$135 per month to cover our forecast expenses. Incorporating the \$15 per month dues increase in January 2026 will provide the HOA with an income of \$194,400. This will provide a forecast net profit of \$6,121.

2. Insurance: A question was asked during the budget discussion about why we have an insurance expense. The insurance policy is an umbrella policy for liability only. The

question was then asked about the amount of coverage we had. Jamie Meyer took an action item to find out.

From Jamie Meyer email dated Dec 2, 2025:

Each Occurrence Limit:	\$1,000,000
General Aggregate Limit:	\$2,000,000
Products Completed Operations Aggregate Limit:	\$2,000,000
Personal and Advertising Injury Limit:	\$1,000,000

- 3. Handicap Accessible Ramp:** It was noted that a new homeowner had installed a handicap accessible ramp off their back door without prior Board approval. The ramp extends off the patio and into the yard. It has covered a sprinkler head that will need to be relocated at the homeowner's expense. This work should not have been done without first submitting an Architectural Request Form to the Board for approval. The sprinkler head could have been moved prior to it being covered by the ramp.

Dan Nissen stressed the importance of a welcome letter for new owners providing information on the HOA, the covenants, By-Laws, Architectural Request Forms, responsibilities of the HOA, and the homeowners responsibilities.

VI. MANAGEMENT REPORT

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

VII. ADJOURNMENT

Jay Haes made a motion to adjourn the meeting. Pam Spicher seconded. The meeting was adjourned at approximately 5:55 pm.

Attachment 1: Request for Quotation

Lawn Care

- Assume mowing 30 times. Price may be evenly spread over the 30 times.
 - Assume using narrow cut mowers between homes on a hill, for example areas on Broken Spoke and 89th street. Wider cut riding mowers are acceptable in other areas.
 - Area along the sidewalk between 91st street and Cedar Cove at north edge of drainage ravine shall be mowed each time
 - Assume mowing common areas at least every second week. Common areas include:
 - Area just north of Leighton between 91st street and Cedar Cove
 - Banked area on west side of wooded ravine
 - Banked area on east side of wooded ravine
 - String trimming along sidewalks, driveways, and patios to be done with each mowing
 - Blowing grass residue off sidewalks, driveways, and patios to be done with each mowing
- Six step fertilizer program to be priced separately from mowing. Price may be evenly spread over the six applications.
- Aeration to be priced separately from other items
- Steel blade edging along sidewalks and driveways to be priced separately
- Gypsum application to be priced separately
- Landscaping entrance area and 2nd sprinkler main house to be priced separately
 - Weed cleanup
 - Mulch application

Snow Removal

- Snow removal from sidewalks and driveways for the following snow amounts
 - 1-4"
 - 4-8"
 - 8-12"
 - 12-16"
- No snow removal required if snow amount is less than one inch

Lawn Sprinklers

- Startup, maintenance, and fall shutdown