

**CEDAR COVE HOA
BOARD OF DIRECTORS MEETING
September 11th, 2025**

Minutes of the Board of Directors Meeting of the Cedar Cove HOA, Lincoln, Nebraska, held at 5:00 p.m. on the 11th day of September 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, Joe Wingrove, Jay Haes

Absent: NAI/FMA: Jamie Meyer, Property Manager

Guests: Ted, Summit Lawns Owner

Jerod, Summit Lawns Account Manager

III. CURRENT FINANIAL CONDITION

Year to date expense summary through month ending August 2025:

Total Income: \$115,200.00

Utilities: \$11,038.03

Maintenance Expense: \$87,187.13

Repairs: \$6,780.00

Insurance: \$703.00

NAI/FMA Management Fee: \$6,385.68

Miscellaneous: \$1,520.79

Total Expenses: \$113,614.63

Year to Date Profit: \$1,585.37

IV. OLD BUSINESS:

1. **2025 Expenses Through August:** The 2025 expenses through August are shown above. Total income from HOA dues is \$115,200. Total expenses are \$113,614.63 resulting in a year-to-date profit of \$1,585.37.

Note: Finances were discussed after the Summit Lawns people had left the meeting.

V. NEW BUSINESS:

1. **Lawn Care Contractor:** NAI FMA had provided bids to the Board for a 2025 lawn care contractor at the end of March. Duncan Enterprises has been the lawn care contractor since 2021 and has been under annual contracts. The Board discussed accepting the bid from Summit Lawns in March but determined there was not adequate time to learn about them. This meeting was conducted to interview Summit Lawns as a potential lawn contractor. Questions and responses are shown in Attachment 1.
2. **Follow-Up Meeting:** The HOA Board scheduled another Board meeting for Oct 2 at 5:00 pm to prepare a Request for Proposal providing a specific list of items Summit Lawns shall bid to. This bid can then be directly compared to the current lawn contractor's, Duncan Enterprises, bid.

VI. MANAGEMENT REPORT

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

VII. ADJOURNMENT

The meeting was adjourned at approximately 6:45 pm.

Attachment 1: Questions for Summit Lawns

1. Do you have a background in agronomy?
Response: Neither Ted or Jerod have a degree in agronomy but they have people they work with that do have agronomy backgrounds.
2. Do you currently service any other HOAs this size.
Response: Yes. Approximately 75% of their business is residential properties. The remaining 25% is commercial consisting of HOAs.
3. What size mowers do you use? There are some units that are close together and on a hill. Too wide of a mower scalps one area and leaves another too long.
Response: They have many size mowers and will use the appropriate width mower for the area.
4. How many fertilizer/weed control applications do you recommend and what type of fertilizer to you use, i.e. is it pet friendly.
Response: They recommend a six step program. Step 1 is a pre-emergent applied in March or April. Step 2 is a pre-emergent and weed control applied in April or May. Step 3 is a summer application applied in June or July. Step 4 is grub control applied with Step 3. Step 5 is applied in September and Step 6 in October. They use a proprietary fertilizer mix which is liquid for residential and granular for HOAs.
5. Is spraying for broad leaf weeds part of normal applications?
Response: Yes
6. Is grub control part of the normal applications or is it extra?
Response: Yes, part of the six step program. Can be bid separately.
7. Is gypsum application something you typically do or recommend? The soil under our sod is a hard clay.
Response: Typically do not need gypsum if using the six step program and aeration but can bid separately.
8. Do you do steel blade edging along the sidewalks and driveways near the end of the mowing season?
Response: Yes, can do at any time. Can be priced separately.
9. Do you do snow removal?
Response: Yes, due to insurance requirements they will clear snow after a 1" snowfall. They would also need to know by the end of October for this upcoming winter season.
10. Do you do startup, maintenance, and winterize lawn sprinkler systems?
Response: Yes, they have teams for each process, i.e. separate teams for mowing, fertilizing, sprinkler system maintenance, etc.