

**CEDAR COVE HOA
ANNUAL MEETING
April 28th, 2022**

Minutes of the Annual Meeting of the Cedar Cove HOA, Lincoln, Nebraska, held at 6:30 p.m. on the 28th day of April 2022 at the Capitol City Christian Church.

I. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by President Dan Nissen. Board members Don Stevens, Jim Kinkennon, John Knudsen, Ken Cousino, and NAI/FMA Property Manager Jamie Meyer were introduced.

Twenty-four homeowners were present and two proxy forms were received.

II. REPORTS

1. **Secretary Report:** The minutes from June 10, 2021 annual meeting were read by John Knudsen and discussed. The minutes were accepted as read.
2. **Financial Report:** President Dan Nissen reviewed the 2021 year end financial summary and 2022 financial status through March.

2021 Financial Review: The HOA had a total income of \$147,600 in 2021 and total expenses of \$149,726.48 resulting in a loss of \$2,126.48. The biggest expense was snow removal and lawn care. The 2021 budget was based on a bid from Jason's Lawn and Landscaping at \$4,500 per month resulting in a total of \$54,000 in the 2021 budget. After the 2021 budget was finalized, Jason's bid increased to \$4,750 per month to incorporate a six step fertilization process and then increased again to \$4,950 per month to incorporate TruGreen doing the fertilization and Jason's only the mowing. After all this, Jason's refused to sign the new contract in March 2021 and the Board was forced to find a new contractor, Duncan Enterprises. Overall, \$73,408 was spent on lawn care and snow removal in 2021, \$19,408 more than the budget. Due to the extremely dry conditions in the late summer and fall the HOA lawn sprinkler water expense was \$19,806 which was approximately \$5000 over the budgeted amount. The budget was based on an average of the 2019 and 2020 water expenses. The 2021 lawn sprinkler maintenance was budgeted at \$8,300 which was an average of the 2019 and 2020 expenses. The actual expense was \$12,675 about \$4,400 over budget. This was due to the fact that the contractor HNR quit in July and Duncan Enterprises was contracted to take over resulting in double startup costs.

2022 Financial Status: The HOA has a total income of \$39,600 and total expenses of \$11,287.50 through the end of March resulting in a year-to-date profit of \$28,312.50. There was \$12,000 in the 2022 budget for snow removal over January, February, and March. None of this money was spent due to the extremely dry winter and lack of snow. However, the large profit is required at this point in the year. Expenses over the summer months will exceed income due to lawn care and watering costs. At this point, it does not appear that there will be a need to increase the HOA dues in 2022.

2022 Budget: The 2022 budget forecasts a total income of \$158,400 based on the current HOA dues of \$110 per month from 120 households. Total expenses are forecast at \$158,055 resulting in a profit of \$345. Snow removal costs are based on Lincoln's average snowfall amounts over the past 40 years. Lawn care costs include mowing each week from the last week in March through the second week of November, five fertilizer applications, one grub control application, and one aeration. There was a request to have the 2022 Budget posted to the website. Jamie Meyer of NAI FMA will post the budget on the website.

III. OLD BUSINESS:

1. **Snow Removal:** Duncan Enterprises was under contract for snow removal over this last winter season. A minimum of 2" of snow is required before they are authorized to come out. Snow removal is charged on a per event basis, as a result they only get paid when there is snow to be removed. There was \$12,000 in the budget for snow removal in Jan - Mar. Since none of this money was spent, the Board authorized Duncan Enterprises to apply an application of gypsum to the lawns at a cost of approximately \$3,300. This was completed in April. The gypsum will help improve soil conditions and reduce the risk of fungus.
2. **Lawn Sprinkler Maintenance:** A motion was made at the 2021 annual meeting to investigate having Duncan Enterprises take over lawn sprinkler maintenance. Initially, Duncan said no. He would not take business away from someone he knew. However, HNR quit in July of 2021 and Duncan Enterprises was hired to take over. Duncan has since re-programmed all the controllers and has recommended replacing some controllers that have plastic housings that were not made to withstand an outside environment. This work was estimated at \$4,500 and is included in the 2022 budget. The new controllers are on order and will be installed upon receipt.
3. **Mailboxes on Cedar Cove:** John Knudsen announced the Post Office has reversed the mailboxes on the corner of Cedar Cove and Broken Spoke. They are now accessible from the sidewalk instead of the street.

IV. NEW BUSINESS:

1. **Fall Leaf Removal:** Dan Nissen had received comments from homeowners last fall about leaf removal and if this was considered part of the lawn care provider's responsibility. Comments were made after a notice was sent out by NAI FMA that leaves were the responsibility of the homeowners. After some discussion, it was determined that we would take a wait and see approach to this fall. Dan Nissen reported that the 2022 budget does include two mowings in November.
2. **Quit Claim Deed:** NAI FMA received a Quit Claim Deed from Connie Burleigh on behalf of the Builder Breck Collingsworth. The deed transferred Outlot A and Outlot B (partial lots on each side of the second sprinkler main), and 1st Addition Outlot B (ravine between Cedar Cove and the short 91st street) to the HOA at no cost. Jamie Meyer noted that the HOA already has liability insurance that would cover the HOA should an injury occur to someone while in the ravine.
3. **Water Bill:** A question was asked if the HOA water bill included costs for sewage as a possible reason for high water costs. The HOA uses water for lawn irrigation only and there should be no sewage costs included. Jamie Meyer will look at previous water bills to check for sewage costs.
Note: This action was completed and there are no sewage costs on the HOA water bills.

V. ELECTION OF BOARD MEMBERS:

Board positions currently held by members Don Stevens and John Knudsen are up for election. Board terms are two years. Members Dan Nissen, Ken Cousino, and Jim Kinkennon have one year remaining. Ken noted at this time that he had accepted a new job and was considering resigning from the Board.

President Dan Nissen asked for nominations from the floor. Nominations included Kathy Liss, Don Stevens, and Pam Spicher. A vote was conducted and there was a tie for the second open position. Dan Nissen suggested that since Ken was wanting to resign that all three candidates be added to the Board. Richard Draper made a motion to accept all three candidates to the Board. Don Stevens seconded the motion. The motion was voted on and approved.

New Board members are Dan Nissen, Jim Kinkennon, Don Stevens, Kathy Liss, and Pam Spicher.

VI. ADJOURNMENT

The meeting was adjourned at approximately 7:25 pm.