

# **ABBOTTSFORD HOMEOWNERS ASSOCIATION**

## **Semi-Annual Homeowners Meeting Agenda**

**Monday, May 12, 2025 – 7:00 PM CST – Abbotsford Clubhouse**

- I. Call to Order
- II. Establish a Quorum
- III. Approval of Minutes
- IV. Committee Reports
  - I. Assets
  - II. Landscape
  - III. Building Community
- V. Financial Report
- VI. Architectural Standards
- VII. Paving Project
- VIII. Q&A
- IX. Announce Election Results
- X. Adjournment



**Abbotsford Homeowners Association**  
**Semi-Annual Homeowners Meeting Minutes [PART 1]**  
***November 12, 2024 – 7:00 PM – Abbotsford Clubhouse***

**I. CALL TO ORDER**

The meeting was called to order at 7:26 PM.

**II. ESTABLISH A QUORUM**

With over 25% of the members represented either in person or by proxy, a quorum was established.

**III. LANDSCAPING**

Julia Baker of BFT Land Design was present to discuss landscaping plans for Abbotsford. It is planned for the entrance landscaping to be redone in the near future.

The HOA is in the process of obtaining proposals for the 2025 landscaping contract.

**IV. ASSETS**

The HOA is currently working with Rhodes Engineering to develop a plan to repave the streets within the community.

It was noted that the Board should consider having Google Fiber installed within the community prior to the paving project commencing. It was also noted that there may be irrigation repairs needed that would involve cutting into the streets, and it would be best for these repairs to commence before the paving project commences.

**V. ENGAGEMENT**

The engagement report is attached to these minutes.

**VI. APPROVAL OF THE SPRING 2024 SEMI-ANNUAL MEETING MINUTES**

A motion was made, seconded, and carried to approve the minutes from the preceding semi-annual meeting as written.

**VII. FINANCIAL REPORT**

The financial report was reviewed. As of 10/31/24, the HOA's assets totaled \$1,735,877.38, and net income YTD was \$55,837.20.

**VIII. 2025 BUDGET**

The Board is planning to increase the HOA's working capital fee from \$1,000 to \$2,000 at the start of 2025. Working capital fee income YTD is \$12,000.

The HOA's interest income YTD is \$69,683, which is 109% greater than budgeted. It is expected for interest rates to decrease in 2025, and interest income will also decrease with a large sum being spent on the paving.

There could be a sizable increase in the HOA's landscaping cost in 2025. Estimates obtained thus far range from \$415,000 to \$620,000 per year.

Cody Carroll's resignation as senior on-site manager will become effective 12/31/24, and the Board has decided to return to the prior model of utilizing the management company for a wider range of services. This will likely result in a sizable decrease in management expenses.

With there being a fair amount of uncertainty regarding operating expenses in 2025, a motion was made, seconded, and carried to table the budget approval vote.

At 8:54 PM, the homeowners in attendance were dismissed, and it was announced that the meeting would be continued at a later date in order for a vote to be held to approve the 2025 budget.

**Abbotsford Homeowners Association**  
**Semi-Annual Homeowners Meeting Minutes [PART 2]**  
*February 5, 2025 – 7:00 PM – Abbotsford Clubhouse*

The meeting was resumed at 7:06 PM. With over 25% of the members represented either in person or by proxy, a quorum was established.

The proposed 2025 budget was reviewed. The proposed budget includes an increase a \$15 increase in the monthly HOA fee (effective 3/1/25). Sunrise of Nashville has been re-hired as the landscaping vendor. David Floyd & Associates, Inc. is now assisting with both the financial and physical management of the HOA.

A motion was made, seconded, and carried to hold a special election within the next 3 weeks to fill 2 vacant Board positions. The vacant Board positions were previously held by Ashley Cantrell (term expires Spring 2025) and Noelle Kinser (term expires Spring 2027).

Several landscaping-related updates were provided by Greg Bowers, who is now serving as Landscape Committee Chair. The HOA's entrance landscaping improvement project is nearing completion, and other improvements are being taken under consideration and/or in the works.

It was announced that the proposed 2025 budget passed.

A motion was made, seconded, and carried to adjourn the meeting at 7:58 PM.

## Abbotsford Homeowner Semi-Annual Meeting: November 12, 2024, Engagement Report

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### **ENGAGEMENT COMMITTEE CHAIR – NOELLE KINSER**

The Abbotsford engagement activities have increased thanks to the contribution of our Abbotsford residents. A big THANK YOU to all our volunteers whose creativity and tireless efforts make our long list of activities possible. Please let me know if you would like to join our fun Engagement Committee. My email is: [noelle\\_kinser@yahoo.com](mailto:noelle_kinser@yahoo.com)

### **Survey Results**

- A survey was conducted Oct. 7 – 14, 2024. I am happy to report that we had a wonderful response rate. The results of the survey have been posted to the website and sent out to the community via eblast. I also printed a few packets that are available in Clubhouse for the HOA Semi-Annual Meeting. Thank you for providing your insight.

### **Always Available**

- Little Library – Located in the playground area. It hosts a variety of current books which are rotated and available for any avid reader.
- Butterfly Garden – Located at the corner of Hyde Park and Abbotsford

### **Weekly**

- Mah Jongg – Located at the clubhouse. Gatherings are on Wednesday from 1:30 – 3:30 pm. Beginner Mah Jongg class will be offered at the clubhouse beginning Jan. 6<sup>th</sup>, 2025. For more information, please contact Donna Kestner or check out the Abbotsford website.

### **Monthly**

- Happy Hours – Located at the clubhouse. The gatherings occur on the first Thursday of every month from 5:30 – 7:00 pm. Please stop by on December 5<sup>th</sup> to Jingle and Mingle.

### **Annually**

- Directory – I am excited to share that we will have a printed directory for 2025. I am in the process of updating the pdf version from 2022-2023. I hope to have the directory available for distribution January/February 2025. A notice will be sent out prior to distribution to your mailbox. Thank you for your survey responses requesting this be reinstated. Please send an email to [noelle\\_kinser@yahoo.com](mailto:noelle_kinser@yahoo.com) if you have any updates.
- Spring Clean Fling – Save the Date: **April 26-27, 2025**. We will have shredding, trash dumpsters, donation truck, etc.
- Summer Pool Party - A wonderful summer fun event. We look forward to seeing you next year to get your face painted, enjoy appetizers, drinks, and Kona Ice Truck while the kids adventure through the inflatable water slide or jump in the pool with our diligent lifeguard presiding.
- Fall Fest - An autumn event held the weekend before Halloween. It is full of yummy treats, costume contests, pumpkin decorating, smore's and more.
- Halloween – An exciting time to welcome cute or spooky-cute children with goodies for homeowners who elect to participate.

### **Throughout the Year**

- Book Club – Spend an enjoyable time sharing thoughts, interpretations, and perspectives on the story, characters, and themes of the selected book. The variety of books are selected by the club. Please reach out to Nancy Lorenzi at [nancylorenzi@vumc.org](mailto:nancylorenzi@vumc.org) to be added to the Book Club. Upcoming events held in the clubhouse and books are:

## Abbotsford Homeowner Semi-Annual Meeting: November 12, 2024, Engagement Report

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- November 13, 2024 **Demon of Unrest** (*Erik Larson*)
- January TBD, 2025 **This is Going to Hurt: Secret Diaries of a Jr. Doctor** (*Adam Kay*)
- **Discover and Learn** - An opportunity to explore something new. We had a wonderful lecture about the history of Abbotsford Redoubt #4. Please join us for the upcoming event held in the clubhouse:
  - December 7, 2024, at 10am **Nashville's Highland Rim Forest**, Join Judson Newborn and Elizabeth Fox, who serve as Core Team Members of the Alliance to Conserve Nashville's Highland Rim Forest, share about their conservation efforts for the largest continuous forest found in any major city of 500,000 around the globe.
- **Abbotsford Website** – Please send any suggestions for community email blasts to Noelle Kinser at [noelle\\_kinser@yahoo.com](mailto:noelle_kinser@yahoo.com).

9:29 AM

04/15/25

Accrual Basis

**Abbotsford Homeowners Association, Inc.**  
**Balance Sheet**  
As of March 31, 2025

	<u>Mar 31, 25</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CHECKING & SAVINGS ACCOUNTS	
PINNACLE CKG ACCT 9767	39,799.99
PINNACLE MMKT ACCT 9890	253,414.43
RAYMOND JAMES ACCT 7518	471,216.32
<b>Total CHECKING &amp; SAVINGS ACCOUNTS</b>	<u>764,430.74</u>
<b>Total Checking/Savings</b>	764,430.74
Accounts Receivable	
Accounts Rec (Fees Due to HOA)	2,139.55
<b>Total Accounts Receivable</b>	<u>2,139.55</u>
<b>Total Current Assets</b>	766,570.29
Other Assets	
CDs & NOTES @ RAYMOND JAMES	
FLAGSTAR BANK 2/18/26 @ 4.30%	250,000.00
JP MORGAN CHASE 9/4/25 @ 4.75%	250,000.00
MORGAN STANLEY P 8/7/25 @ 4.75%	250,000.00
SANTANDER BANK 5/30/25 @ 5.3%	250,000.00
<b>Total CDs &amp; NOTES @ RAYMOND JAMES</b>	<u>1,000,000.00</u>
<b>Total Other Assets</b>	<u>1,000,000.00</u>
<b>TOTAL ASSETS</b>	<u><u>1,766,570.29</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Prepays (Fees Pd in Advance)	19,790.01
<b>Total Other Current Liabilities</b>	<u>19,790.01</u>
<b>Total Current Liabilities</b>	<u>19,790.01</u>
<b>Total Liabilities</b>	19,790.01
Equity	
Opening Balance Equity	31,579.05
RESERVE ACCOUNTS	
Cameras Reserve	5,025.14
Clubhouse Reserve	40,198.13
Curbs	67,336.92
Drainage Reserve	20,100.57

9:29 AM

04/15/25

Accrual Basis

**Abbotsford Homeowners Association, Inc.**  
**Balance Sheet**  
**As of March 31, 2025**

	<u>Mar 31, 25</u>
Fence Painting Reserve	22,849.87
General Reserves	341,488.84
Guard House	27,135.78
Irrigation & Landscape Reserve	65,102.01
Paving Phase I	573,139.64
Paving Phase II	456,130.45
Pool Deck/Pool Replastering	90,052.18
Street Light Reserve	10,050.29
<b>Total RESERVE ACCOUNTS</b>	<u>1,718,609.82</u>
Retained Earnings	(125.00)
Net Income	(3,283.59)
<b>Total Equity</b>	<u>1,746,780.28</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,766,570.29</u></u>

9:30 AM

04/15/25

Accrual Basis

**Abbotsford Homeowners Association, Inc.**  
**Profit & Loss Budget vs. Actual**  
 January through March 2025

	Jan - Mar 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>OPERATING INCOME</b>				
Clubhouse Rental Income	100.00	300.00	-200.00	33.3%
HOA Dues	184,800.00	184,800.00	0.00	100.0%
HOA Transfer Fees	750.00	0.00	750.00	100.0%
Interest & Dividend Income	12,779.52	9,999.99	2,779.53	127.8%
Late Fees	200.00	62.49	137.51	320.1%
Working Capital Fee	3,000.00	3,000.00	0.00	100.0%
<b>Total OPERATING INCOME</b>	<u>201,629.52</u>	<u>198,162.48</u>	<u>3,467.04</u>	<u>101.7%</u>
<b>Total Income</b>	201,629.52	198,162.48	3,467.04	101.7%
<b>Expense</b>				
<b>ADMINISTRATION &amp; GENERAL</b>				
Annual Report	20.95	5.16	15.79	406.0%
Building Committee	0.00	3,590.01	-3,590.01	0.0%
Decorations	0.00	194.67	-194.67	0.0%
Engineer Fees	2,000.00	309.00	1,691.00	647.2%
Income Tax from CDs	0.00	2,499.99	-2,499.99	0.0%
Legal Fees	1,299.50	1,029.99	269.51	126.2%
Management Fees	7,500.00	11,250.00	-3,750.00	66.7%
Misc Admin	288.72	257.49	31.23	112.1%
Postage & Printing	0.00	450.63	-450.63	0.0%
<b>Total ADMINISTRATION &amp; GENERAL</b>	<u>11,109.17</u>	<u>19,586.94</u>	<u>-8,477.77</u>	<u>56.7%</u>
<b>AMENITIES</b>				
Pool Contract	950.00	1,545.00	-595.00	61.5%
Pool Permits	340.00	87.54	252.46	388.4%
Pool Repair & Maintenance	0.00	643.74	-643.74	0.0%
Tennis Court Repair	0.00	515.01	-515.01	0.0%
<b>Total AMENITIES</b>	<u>1,290.00</u>	<u>2,791.29</u>	<u>-1,501.29</u>	<u>46.2%</u>
<b>INSURANCE</b>				
Insurance	0.00	3,375.00	-3,375.00	0.0%
<b>Total INSURANCE</b>	<u>0.00</u>	<u>3,375.00</u>	<u>-3,375.00</u>	<u>0.0%</u>
<b>LANDSCAPE &amp; GROUNDS</b>				
Additional Landscaping	30,124.44	4,184.37	25,940.07	719.9%
Irrigation Repairs	0.00	2,060.01	-2,060.01	0.0%
Lawn Care Contract	90,765.00	95,000.01	-4,235.01	95.5%
Signs/Street Maintenance	0.00	102.99	-102.99	0.0%
Tree Maintenance	4,150.00	5,000.01	-850.01	83.0%
<b>Total LANDSCAPE &amp; GROUNDS</b>	<u>125,039.44</u>	<u>106,347.39</u>	<u>18,692.05</u>	<u>117.6%</u>
<b>PAYROLL</b>				
Salaries/Health Ins./W Comp	0.00	11,250.00	-11,250.00	0.0%

9:30 AM

04/15/25

Accrual Basis

**Abbotsford Homeowners Association, Inc.**  
**Profit & Loss Budget vs. Actual**  
**January through March 2025**

	Jan - Mar 25	Budget	\$ Over Budget	% of Budget
Total PAYROLL	0.00	11,250.00	-11,250.00	0.0%
<b>REPAIRS &amp; MAINTENANCE</b>				
C&G House Repairs	0.00	206.01	-206.01	0.0%
Electrical Repairs	1,606.44	514.98	1,091.46	311.9%
Flock Cameras	3,825.25	1,029.99	2,795.26	371.4%
Gen Maintenance & Supplies	8,571.91	5,000.01	3,571.90	171.4%
Mailboxes R&M	0.00	24.99	-24.99	0.0%
Pest Control	255.00	128.76	126.24	198.0%
Snow Removal	4,977.00	1,500.00	3,477.00	331.8%
<b>Total REPAIRS &amp; MAINTENANCE</b>	19,235.60	8,404.74	10,830.86	228.9%
<b>UTILITIES</b>				
Electricity	2,779.00	2,874.99	-95.99	96.7%
Gas	598.70	231.75	366.95	258.3%
Telephone	1,292.95	1,149.99	142.96	112.4%
Water & Sewer	907.86	3,450.00	-2,542.14	26.3%
<b>Total UTILITIES</b>	5,578.51	7,706.73	-2,128.22	72.4%
<b>Total Expense</b>	162,252.72	159,462.09	2,790.63	101.8%
<b>Net Ordinary Income</b>	39,376.80	38,700.39	676.41	101.7%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>RESERVE TRANSFERS</b>				
General Reserve	27,164.73	27,164.73	0.00	100.0%
Paving Reserve	15,495.66	15,495.66	0.00	100.0%
<b>Total RESERVE TRANSFERS</b>	42,660.39	42,660.39	0.00	100.0%
<b>Total Other Expense</b>	42,660.39	42,660.39	0.00	100.0%
<b>Net Other Income</b>	-42,660.39	-42,660.39	0.00	100.0%
<b>Net Income</b>	<b>-3,283.59</b>	<b>-3,960.00</b>	<b>676.41</b>	<b>82.9%</b>