



Crystal Place Homes Association

PO Box 861002, Shawnee, KS 66286

****PENDING APPROVAL****

HOA Annual Meeting Minutes

Date: Wednesday, March 1st, 2023, 7:00 pm

HOA Board: (*Present*): Scott Rogers – President, Missy Flynn – Vice President, Heather Meireis – Secretary, Jeremy Studt – Member at Large, (*Absent*) Wade Palmberg – Treasurer

- A) Call to Order: 7:00 pm – Scott Rogers
- B) Introductions – 1 min
- C) Approve Minutes of 2022 Annual Meeting- 1 min
 - a. Resident moved to accept, 2nd by another resident.
 - b. Minutes Approved
- D) Treasurers Report – 42 min
 - a. 2022 Budget in black due to not completing suggested improvements (paint pool house, picnic table, pergola repair, update key card system)
 - b. 2023 will be in red because of pool repair (resurfacing of \$25k or paint of \$10k)
 - c. 2022 Income from dues budgeted to cover expenses and repairs.
 - i. *Clarification by Chanda Palmberg (Bookkeeper for HOA) on the increase in income because of fees and interest on late payments.*
 - d. 2023 Income vs. pool maintenance, repair, landscaping, capital improvements (pool, sign, pergola)
 - e. Resident Questions:
 - i. Are we non-profit?
 - 1. *Prior HOA Treasurer explained that we legally couldn't go nonprofit.*
 - ii. Why are pool expenses increasing?
 - 1. *Scott explained the chemical increase, pump replacement, and tile repair.*
 - iii. Will Capital Improvements always be that high?
 - 1. *Scott explained desired improvements hadn't been able to be completed.*
 - iv. What is the life cycle of pool repainting versus resurfacing?
 - 1. *Scott explained the life of repairs.*
 - v. Do we want to replace chlorine and return it to salty water?



Crystal Place Homes Association

PO Box 861002, Shawnee, KS 66286

1. *Scott explained that we had to change the system over previously due to maintenance costs; the saltwater system had been voted in at a previous HOA meeting.*
- vi. If Capital Improvements aren't the same, are we always under budget?
Why is there \$100k in an account?
 1. *Scott and Chanda explained over budget in previous years. Scott explained that 20 years of the same dues and years of being under budget had increased the [Rainy Day] account.*
 2. *Resident stated there wouldn't be a deficit because of the rainy-day fund.*
 3. *Missy explained that costs would continue to increase, and we won't be able to build that backup if the rainy-day fund is gone.*
- vii. What is the \$97k in the bank for?
 1. *Scott explained that the "rainy day fund" will be used in a [large and expensive] unplanned event, such as a complete pool failure or required retention area repairs. The availability of a rainy-day fund prevents the likelihood of any ad-hoc special assessments to pay for those unplanned events.*
- viii. Budget shows \$110K, and why is it over \$100k?
 1. *Scott explained that due to dues paid in advance, expenses hadn't been paid yet.*
- ix. When the pool needs resurfacing, will we be told before it fails?
 1. *Scott explained that signs of the pool surface degradation (more or less) reveal themselves. If left untreated, water may seep through the pool surface and into the subgrade.*
- x. If resurfaced, will pool repairs stay the same?
 1. *Scott explained that resurfacing should last seven years, and repainting should last five years.*
 2. *A resident commented that repainting the pool is needed, but we must understand that doesn't ensure any other repairs aren't required.*
- xi. Were the trees around the pool to be lifted for the mowers?
 1. *Scott explained that another Resident had completed some trimming but quotes for additional work are still being sought.*
- xii. Do we need the approval to increase s and budget?
 1. *Scott explained that we only need to vote on the dues increase.*
- xiii. Why is the interest so low on the \$100K in the account?



Crystal Place Homes Association

PO Box 861002, Shawnee, KS 66286

1. Scott and other Residents explained that the money *could not* be invested. The “rainy day” fund is in a low-risk/low-return [Savings Account]. The interest rate matches market standards and thus will always be low.
- xiv. Will the painting be done before the pool opens?
 1. *Yes, in April.*
 - a. *[Pool Surface Repainting vs. Pool Clubhouse Painting clarification] The Clubhouse painting is more of a desired Capital Improvement. Whereas Pool Surface Repainting is a necessary maintenance item.*
- xv. Do bylaws state we can vote on an increase?
 1. *Missy and Scott- yes,*
 2. *Notices were mailed with HOA dues, stating that this proposal would be an agenda item.*
 3. *Scott explained that dues had not been raised for 20 years, and nearby neighborhoods have higher dues.*
- xvi. If the increase of \$100 would put us even, have we considered raising dues even more?
 1. *Scott explained the increase to cover the deficit this year.*
- xvii. Would we consider including trash as part of the dues?
 1. *Scott explained that there were too few homes for any trash provider to agree to a sizable discount, and a previous year’s vote was split on what trash company would be used.*
- xviii. When would the increase in dues go into effect?
 1. *Scott- 2024*
- E) Architectural – 1 min
 - a. Solar Panels – Had previously been approved but had yet to be entered into bylaws
- F) Landscaping – 3 min
 - a. Resident Questions:
 - i. Can trees in common areas be sprayed for bagworms?
 1. *Scott explained that they had been sprayed and would confirm what locations had been treated.*
 - ii. Where does [grass] reseeding occur?
 1. *Scott explained that grass reseeding occurs in common areas, specifically around the pool, but not typically in run-off basins.*
- G) Website – 1 min



Crystal Place Homes Association

PO Box 861002, Shawnee, KS 66286

- a. Resident is concerned that the website hasn't been updated.
 - i. *Scott explained that a previous homeowner had been completing updates. This administrator assignment is slated to change to allow for better, more timely website maintenance.*
- H) "Open Floor" Questions / Comments – 2 min
 - a. Will we get new cards if the key card system is updated?
 - i. *Scott explained details about the possible new system and it, including Wi-Fi.*
 - b. Have the construction workers asked to use pool parking?
 - i. *Scott stated that signs would be posted regarding parking.*
 - c. How will parking at the pool be monitored so no one is towed? Can we get window hanger tags?
 - i. *Scott explained that residents using the pool would be asked to help self-regulate.*
 - d. Can we change the meeting time to 6:30?
 - i. *Scott explained that the time would have to change in the bylaws.*
- I) Residents moved to vote on the increase of HOA annual dues.
 - a. Proposal to raise HOA Annual dues from \$375/yr. to \$475/yr. Made by Scott R.
 - b. 2nd by another Resident
 - c. Vote passed 20 – Yes to 3 – No
- J) Re-Elections – 1 min
 - a. Wade P. and Scott R. up for re-election
 - i. Resident motion to accept Wade and Scott
 - ii. All in favor
- K) Motion to adjourn made by Resident.
 - a. Meeting adjourned: 7:54 pm

Note: Times mentioned are in Central Standard Time.