

CRYSTAL RIDGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING V
February 07, 2023

Minutes of the Board of Directors Meeting of the Crystal Ridge Homeowners Association, *Kansas City, KS*, held on Google Meet, in *Kansas City* at *7:00 PM* on the *07th of February, 2023*.

I. CALL TO ORDER

Board member Phillip Wills called the meeting to order at 7:04 p.m.

II. ROLL CALL OF OFFICERS

Roll call of officers at 7:03 p.m.

Present: *Shawntelle Smith*

Phillip/Emily Wills

Jennifer Chandler

Ernestine Brown

Rob Bauer

Shawn Dotson

Mary Grunke

Absent: *Katrina Smith*

David Kempker

Chad Peakes

Brandon Laughridge

III. APPROVAL OF THE MINUTES OF THE REGULAR MEETING

Motion by Phillip Wills, seconded by Rob Bauer, to approve the minutes of the prior meeting of January 19th 2023, Motion Carried at 7:05 p.m.

IV. FINANCIAL REPORT

Rob Bauer gave the report as follows at 7:04 p.m.:

A. Balance \$10,569.64

B. Waiting on multiple units payments

C. Budget expectations, should be 50k with payments

D. 88/140 units have paid this is including Brandon's 50 units that the payment should be coming in and Chad Peakes payment.

V. MANAGERS REPORT

Phillip Wills gave the report as follows at 7:05 p.m.:

A. Blocked off ramp to the clubhouse - thank you Rob

B. Country financial insurance was decided to be who we use for insurance once deeds are in HOA's name.

C. Security cameras getting a few more quotes/opinions

D. Focus on upstairs of clubhouse for funds

E. Quotes on exterior painting color change.

F. Interior painting DIY

G. Parking lot patching- wait until later funds

H. Basketball goal- wait after major projects

I. Asphalt- going to discuss once we have the money on fixing the roads.

J. Got stop signs installed

- K. Brandon has taken care of most tenant vehicle issues that have been long outstanding where the car hasn't moved.
- L. Bieber co was contacted and is helping on parkview ave.

VI. UNFINISHED BUSINESS

Unfinished business was discussed by Phillip Wills at 7:10 p.m.

- A. Ownership over roads
- B. Deeds status- Greg's lawyer was working with the county to get plot descriptions figured out and believes she's close.
 - a. Hoping to have deed signed over tomorrow, going over easements and plot land

VII. NEW BUSINESS- 7:15 p.m.

- Letters for putting liens on properties for non payment along with possibly interest?

We decided to wait and see how the payments and attendance would be for the 02/13/2023 meeting. Then will decide on the next board meeting after the 2/13 date.
It was discussed to put a big final notice in red or something on the envelope when doing this though to grab more attention.
- Trash issue

Table issue for the time being and see if it gets better.
- TRESPASSING ISSUE

We determined for now we're going to treat this as a safety issue with the pool and blur out the faces asking for parents to keep kids accountable via the facebook page and email. If this continues to be an issue, we will do a more formal process with the board.
Also board okay Phil to spend up to \$200.00 to replace the panel with the matching panel to stop the kids from being able to get under it.
If the panel is greater than \$200.00 Phil will spend up to \$30.00 of the HOA's money to make a temporary solution to stop access from getting under.
- Board meetings going to a monthly basis after february.

The board will decide on this at the next February Board meeting to see how things are going at that point.
- Dog poop all over the neighborhood and dogs not being on leashes

Going to send out a friendly reminder on facebook and email to please keep your dogs on leashes or a lead if in your yard along with please pick up your dog's poop as we've had multiple complaints about this and dogs running around the neighborhood.
- Painting of the clubhouse

- Waiting until we get further funding to get us past the anticipated 30,000 dollar mark before making a decision on this.
- Alarm/Security System
 - Getting a few more quotes and opinions so going to wait on funding and bring up again when the electricity is back on.
- Decking/railing around the clubhouse
 - We have enough quotes to make a decision but don't have the funding currently to do this. Going to wait on the funding to be in place then will vote and hire.
- Easement personal lawn maintenance-

Yes property maintenance will be split 50/50 with the property that is directly behind or to the side. Property maintenance of easements will be discussed next year also to see if this is a pain point and if we need to increase the dues to handle this.

Example: the easement behind home is 50 feet. The owner would be responsible for maintenance of grass and trees, etc of 25 feet behind the property line. Any disputes of property maintenance with neighbors on where their line is will be determined by the board of directors.
- Erection of a fence on personal property:
 - The board is fine with fences being put up on private properties within owners property lines. The board will meet later on to discuss if we want to allow chain link fences but all other types of fencing board was okay with.
 - Fencing will be within city ordinances. Example being only 6 feet tall from the connecting corner to the front area of your house. Nothing over 6 feet tall will be allowed past the front door line of the home's front fascia. Any fencing beyond the front door line has to be shorter than 4 feet in height in accordance with the city guidelines.
 - If your property line runs where others utilities such as cable connections go through your line and it keeps you from putting up your fence. You can request board approval to put your fence in the easement to avoid the neighbors lines.
 - If easement use is granted to put the fence on you will not be allowed to put a permanent structure such as a shed on the easement ground that was granted to you. This is due to fencing being able to be removed easily if a power company or water company, etc.. need access to the granted easement area.
 - If easement use is granted to put the fence on. Any neighbor who puts a fence up after will need to match the fence line that is established by the first fence being built. This is to keep a uniform look across properties and not having staggering fence lines.
 - Example: My property line is 75 feet back from the front of my home according to the plat map. I'm unable to put my fence on the 75 foot line due to neighbors cable lines running through my property. Dig safe came out and determined those lines are 6 feet from the edge of my property. I ask the board if I can put my fence 10 feet into the easement to avoid the neighbors cable lines. The board gives written approval it's okay to do so. I put my fence now 85 feet back from the front of my home with 10 feet being of the granted

easement/shared ownership. Of those 10 feet of easement granted I can not put a shed or other permanent structure on that 10 feet in the event of common utilities needing to make a repair and can't do so because of the permanent structure. If my direct next door neighbor decides they want to put up a fence also they must match the same fence line back set to keep from staggering.

The board determined these will be the items below that we take out of the current estimated budget of the year for \$30,000 that we should be receiving shortly with only \$10,000 currently in account. Then we will wait for other items that we want to have done after hopefully more money comes in to help complete the estimated income of approximately \$50,000

- Landscaping/Tree Removal: \$2,300.00 Total Cost via Gilberts Stump Grinding & Landscaping.

The tree that is directly next to the clubhouse will be removed and stump grinded down and backfilled with dirt. Helping prevent further erosion of that corner.

Trees at the clubhouse will be trimmed of the dead and trimmed in a canopy style to make the trees have a shape and properly maintained look.

Bushes at the clubhouse will be trimmed and shaped.

In the middle road entrance two of the trees that are dead will be removed and stump grinded. This is the very front tree and very back tree.

The remaining 3 trees will have the dead taken out and treated to help grow a healthier tree.

The curved middle part of the divider when coming into the neighborhood will have the rock pulled back and a small mulch area with two bushes and roses will be placed in the middle island to spruce up the front entrance.

The tree on the east side of the front entrance sign will be removed and stump grinded due to it having a disease and over half of it being dead.

- Lawn maintenance and mowing of clubhouse and common areas:

Going to go with Brock Mick and going to see if he invoices us or how he works. The quote was for 195\$ a week and around 32 weeks. The cost should be roughly 6,240 the board decided to budget \$7,000.00 to be safe.

- BPU Turning on power to the clubhouse and front entrance sign once deeds are in our name.

Decided to turn BPU on for the clubhouse and front entrance signs once we have the deeds in our name. Once power is to be restored before flipping the breaker we're going to have volunteers from the board come to help have eyes on everything. If we have issues inside the clubhouse with heating/cooling/ electrical we're going to just have the breaker on for the outside lights to have for security and a better looking presence.

On the front entrance sign we will have the power turned on and purchase lights to have the sign lit up property on both sides.

- Insurance
As soon as we get the deeds in our name we're going to insure with Country Financial this is regardless of having the 30k in our account. Has to be insured for liability and property sake.
- 5K Remaining out of the estimated 30k
This was decided to put in a separate savings account just in case of an issue we need to address immediately.

Remaining things we need/want to get done this year are as follows depending on the remaining \$20k of income budget.(This is not prioritized by any means just what we have on our agenda for hopefully this year)

- Asphalt fixes for the front entrance and pot holes in the neighborhood. \$8,700.00
- Clubhouse North East Corner pillar fix roughly \$8,000
- Security cameras and alarm system at the clubhouse
- Internet service at the clubhouse
- Painting of the exterior of the clubhouse
- Clubhouse steel railing painting
- Inside clubhouse patch and painting where needed
- Clubhouse fixing of deck ramp and railing/decking issues
- Flooring for the upstairs at clubhouse main room
- Upstairs Bathroom Repair

VIII. NEXT MEETING DATE

Community meeting scheduled for February 13th at 7:30

The next monthly Board meeting is scheduled for *February 23rd* at 7:00 p.m.

The board meeting adjourned at 8:59 p.m.
These minutes were approved by the Board of Directors.

Emily Wills

Emily Wills, Secretary

02/07/2023
Date