

# **Agenda for Crystal Park HOA Board November 5, 2025**

## **I. MEETING DETAILS**

Date: 11/5/2025      Time: 7pm pm      Location: ZoomShar, John, Patrick, Brian

The following persons were absent: N/A

## **III. CALL TO ORDER**

A. Call to Order - the meeting was called to order at      7:04 PM

B. Approval of Current Meeting Agenda

## **IV. DISCUSSION ITEMS**

- Patrick- Update on Finances -
  - General Update - Financial Projection
  - Discussion and decision on HOA dues
    - Motion for community vote to cap dues of \$500.
    - Patrick will write up a vote for us to review before sending out to everyone.
- John - Update on Pool
  - KC Clean 2026 Agreement review
    - Proposed to keep them on board through 2027 to avoid larger increased fees.
    - Unanimously approved
  - Might need to call a plumber to finalize pool closing.
- Shar -
  - Complaint at 5406 Roundtree -
    - Reached out to City of Shawnee - They should be sending a letter
  - Pipe issue on Johnson Dr. Found today and City will be called to investigate
  - Element Sprinkler - Needs code and how to remove chain. John will confirm it works tomorrow morning
  - Detention pond -
    - Has been cleaned out
    - Shar will take pictures and submit to JoCo
  - Jeni Shoemaker wants to be apart of a committee. Brian will include her in the welcoming of new resident.

## **V. ACTION ITEMS FOLLOW UP**

- Shar - Follow up with Blot Engineering on invoicing - invoice received and paid
- Shar - Contact city official regarding tree structure - contacted- letter coming
- John - Need to get a pipe blanket or remove pipes - ongoing
- John - Check on plumber to close pool - ongoing
- John - Install employees only sign - ongoing, will be here tomorrow
- Brian - Audit the email contacts and website members - ongoing
- Patrick - send out financials regarding HOA dues - complete
- Patrick - send out who has moved out and in in 2025 - List sent to group

## **V. ONGOING AND NEW ACTION ITEMS**

- Patrick - write up vote verbiage for HOA dues capping at \$500.
- John - sign up KC Clean for 2 more years
- John - Check with Jamie on closing pool

- John - Need to get a pipe blanket or remove pipes
- John - Check lock at pool
- Brian - Audit the email contacts and website members
- Shar - Take pictures of detention pond and submit to JoCo
- Shar - Review prior meeting minutes for payment for Andy

#### **VI. NEXT MEETING**

- December 10 at 7:00pm

#### **VII. ADJOURNMENT**

Meeting minutes approved at 8:16 PM

Meeting adjourned at 8:16 PM

Submitted by: \_\_\_\_\_ Print Name: Brian Crawford

Approved by: \_\_\_\_\_ Print Name: Sharlayne Borders