



## Crystal Pond Board of Directors' Meeting

October 11, 2025 Meeting Minutes

Location: Roxann Repasy's residence, Swan Lake Circle

Time: 8:00 a.m.

Attendees: Scott Lange, Roxann Repasy, Diana Eaton, Paul Rangos.  
Emily Isaacson was excused

### **I. CALL TO ORDER**

- A. Scott called the meeting to order at 8:00 a.m.

### **II. ROLL CALL**

- A. The meeting was called to order with the following members in attendance: Scott Lange, Roxann Repasy, Diana Eaton, Paul Rangos. Emily Isaacson was excused.

### **III. LOMARDO UPDATE:**

- A. Scott, Roxann and Diana met with Livia Khemmora from Hirzel Law on 9/22.
- B. (3) FOIA forms were filed by Livia with Ypsilanti Township
- C. Scott will get a bid for asphalt replacement and this will be forwarded to Livia. The Punch List will be revised after this quote is received.
- D. Livia walked the community and took several pictures
- E. Livia recommended we prepare for the necessity of filing a lawsuit in the event we are unable to reach a settlement.
- F. Hirzel Law was contacted and a Notice of Vote by Written Ballot and other information was hand-delivered to all co-owners.
- G. An Informational Meeting is scheduled for Thursday, October 16<sup>th</sup> at 6 p.m. at Ypsilanti Township Hall. Livia will be present to explain the hand-outs, the process/next steps, as well as update us on the status.
- H. Lombardo was on-site the week after Livia was here. There has been no follow-up from them.
- I. A Revised Punch which includes additional items as well as updated costs based on recent quotes was reviewed and approved by the Board. The Punch List will be posted to the Resident Portal
- J. The quote for asphalt and revised Punch List will be sent to Livia on Monday. Roxann will also advise her of Lombardo's visit.

### **IV: MONTHLY FINANCIAL REVIEW:**

- A. September statement was sent out to co-owners via the resident portal
- B. Current balance and 10/1-10/11 transactions of the Operating Account reviewed by the Board
- C. The Board approved payments to: Scott Lange, Traveler's Insurance; Farm Bureau, and State Farm.
- D. Insurance has been renewed (expires 10/21/2025). There has been an increase in our insurance premium costs: Workers Comp (no increase) Crime and D&O policy (+\$212); Umbrella Policy (+\$401); Property & Liability Policy (+\$2,021). All premiums have been paid
- E. Outstanding invoices to April Rain and Roofman will be paid within the next two weeks. An invoice is expected from Level Up and that will be paid when received.
- F. True Green was overpaid \$2500 (duplicate invoice paid 9/4 & 9/24). This amount has been credited toward the remaining treatment application.

**V: TASK/PROJECT STATUS UPDATES:**

- A. Scott and Paul will be looking into a downspout issue after the meeting. They will also be looking at downspouts throughout the community in the next few weeks and performing repairs where possible.
- B. Roofman installed leaf guards on three units close to the front pond. Other units are being considered for leaf guards to avoid additional damage due to amount of leaves by ponds
- C. Scott is securing bids for gutter cleaning and will submit for Board approval at the November meeting
- D. The sprinklers have been shut off. Once YCUA has shut the water off, Scott will remove the meters and store them until the Spring.
- E. Scott and Paul will be removing the Geese Repellant Beacons from the ponds.
- F. Meadows will be mowing less frequently and will be performing a Fall leaf pickup.
- G. Scott presented two bids for snow removal. The Board approved Meadows for snow removal. A Seasonal contract for "1 at a cost of \$37,500 or \$7,500 per month (Nov-March) will be signed. This allows unlimited plowing and/or salting of all areas of the community whenever the snow accumulation is over 1". This cost falls within the budgeted amount. Last year we signed a "per push" contract, and the total for the year was \$33,150. One additional plowing this year would be more than the cost of the Seasonal contract.
- H. The Beautification Committee will be meeting on November 3, 2025 and will discuss the formation of a Welcome Committee. **(more details to follow).**

**VI: MODIFICATION REQUESTS:** The Board reviewed and approved a revised Modifications that Require Prior Board Approval list. This will be posted to the Resident Portal.

**VII: AUDIT:** A quarterly audit (July-September) is scheduled for Tuesday, October 14, 2025.

**VIII: MISCELLANEOUS:**

- A. The 10-year plan will be reviewed by the Board at the November meeting.
- B. A "HOA Responsibility for Repairs" list is being maintained and updated to track items that need repair/replacements as well as those that have already been done.

The next Board Meeting will be held at Roxann's residence and is scheduled for Saturday, November 8<sup>th</sup> at 8 a.m.

Scott Lange adjourned the meeting at 9:45 a.m.

Submitted by: Roxann Repasy, Vice-President/ Acting Secretary

Dated: 8/4/2025