CRYSTAL POND ANNUAL MEETING
WED DNESDAY, AUGUST 12, 2026
YPSILANTI TOWNSHIP HALL
6:00 P.M.

Opening Statements: President Scott Lange motioned for the 2026 Annual Meeting of Crystal Pond Condominium Association to be called to order on Wednesday, August 12, 2026 at 6:03 p.m. The motion was seconded by Roxann Repasy. The current Board of Directors/Officers were introduced and as a Notice of Resignation had been received from Emily Isaacson (Secretary) effective 6/24/2026, it was announced that Roxann Repasy would be serving as Acting Secretary for this meeting. Mahyar Sadri of Level UP was introduced and addressed the co-owners.

Determination of Quorum for voting purposes & proof of notice of meeting: Pursuant to the Bylaws, Notice of Call to Annual Meeting was mailed to all Co-owners on July 1, 2026. Per Bylaws Article VIII, Section 4, a quorum (35%) is required (either present or by proxy) to conduct this meeting. It was confirmed that all co-owners present were registered, and had received one ballot per residence, and co-owners voting with proxies had received additional ballots. President Lange announced that 85 co-owners were qualified to vote, with 30 being a quorum. There were 34 co-owners present and 5 proxies, for a total of 39. A quorum was met.

Review of 2025 HOA Annual Meeting Minutes: The minutes from the 2025 Annual Meeting held on August 14, 2025 were prepared by Acting Secretary Roxann Repasy, approved by the Board, and distributed to all Co-owners in August of 2025.

Report of Officers & Committees:

1. **Financials:** Diana Eaton, Treasurer announced the current balances: Operating Account- $25,569; Reserve Account $40,323.16.
2. **Beautification Committee:** This committee is more than "beautification", and new members and/or ideas are always welcomed. Events this year included the 2nd Annual Holiday Decorating Contest, the 2nd Annual Yard Sale, and the 2nd Annual Garden Walk.

Year in Review/completed projects: President Lange reminded everyone that when the dues were increased in March of 2025, we were still trying to pay off outstanding invoices that Casa Bella had never paid, as well as plan for improvements within the community. He then covered accomplishments during the past year because of this increase.

1. **ADMINISTRATION:**
   - Created a private Facebook page: "Crystal Ponds Co-owners"
   - Continued transparency with Board and co-owners by keeping them informed through newsletters, announcements and signs at both entrances; posted minutes and financial reports monthly and addressed co-owner concerns (via email and/or tasks) promptly.
   - Quarterly Audits were conducted and the auditor's reports finding the books were in good order were shard with co-owners.
   - In April, an emergency replacement of roofs on a double unit was required. After much discussion, a review of our current financial position as well as anticipated/known expenses, the Board approved a transfer from the Reserve Account to the Operating Account in the amount of $35,615 to cover the cost of the roof replacement. The intention of the Reserve Account is an "emergency fund", and this transfer allowed the HOA to continue monthly payments as required, as well as still being able to contribute to the Reserve Fund.
   - A huge thank you was extended to the co-owners who provided their own time and/or money to the community in various ways:

2. **10-YEAR PLAN**: The Board has developed a 10-year plan to assist us in tracking and prioritizing projects within the community and is the "guide" in determining what project we undertake and/or which units are included.

3. **UNIT MAINTENANCE:**
   - All units were power washed in Fall of 2025 and will be done again in 2027; gutter cleaning was done in April of 2026 and will be done every Spring; gutter repair was performed on 8 units due to wind/storm damage; gutter guards were installed on 3 units.
   - Siding repair was performed on 10 units due to wind/storm damage etc.; 11 units had siding repairs completed due to damage by Abraham Lawn Services (previous vendor).
   - Replacement and painting of rotted wood and trim have begun.
   - 5 roofs have been replaced with 2 more being scheduled for September; 6 units had roof repairs performed due to wind/storm damage.
   - 5 sidewalks, 4 porches, and 7 driveways have either been replaced or repaired, and the roadway at Swan Lake Court was also replaced as this was concrete (not asphalt)

4. **PROJECTS OUT OF OUR CONTROL:**
   - Because of an easement, tree trimming was done on the East side of the property by ITC. Debbie Chamberlain shared information she received from them, indicating it was because the current towers are being replaced. ITC has the right to cut down anything within the marked easement areas. The easement also prevents the placing of a fence between us and the trailer park along the entire East property line, although a couple of units would have enough space to do so.
   - Because of an easement of the North Branch of Big Swan Creek Inter County Drain, maintenance was performed on the drain. This is a project involving 18 miles and three counties and consists of two Phases. Phase II (excavation and restoration) is scheduled to be completed by November.

5. **GROUNDS/LANDSCAPING:**
   - Meadows Lawn Care Services performed Winter maintenance, and the Board selected a "seasonal plan" (set cost per month) instead of "per push" (charged per visit) which ended up saving the community approximately $40,000. Meadows Lawn Care Services also performed our summer maintenance which included fertilization and insecticide applications this year.
   - Irrigation/sprinklers are a "continuous project". April Rain performed major repairs: replaced and/or repaired over 100 damaged sprinkler heads, adjusted spray direction, realigned zones, installed 3 new zones, adjusted water pressure, set the length of watering time, and set up the timer-cycles for each zone's sprinklers.
   - D. LaMont Tree Care performed maintenance around the front pond and on the north side of the large pond. Drooping limbs under 12" were removed; several dead trees were removed (as well as the log in the front pond); and major deadwood was removed from all cottonwood trees. Oak trees will be trimmed and sealed in the Fall/Winter; (3) trees were removed after being damage by storms.
   - Meadows Lawn Care removed all phragmites in the front & middle ponds, and 80% of the phragmites in the large pond last winter. The remaining phragmites in the large pond will be removed this Winter. In the Spring, we hired Michigan Lake & Pond to treat the algae in the front pond, and the phragmites in the middle & large ponds. Next year, all three ponds will receive algae and phragmite treatments.
   - Rain Gardens: Meadows Lawn Services cleaned out the rain gardens, applied weed control, and will continue to maintain the gardens as needed. One co-owner has "adopted" a rain garden and is responsible for its maintenance.
   - Both the pond treatment program and the rain garden clearing alleviate the necessity of scheduling "monthly clean-up days" (which unfortunately were only Board members doing the clean-up. Both these actions also ensure that we are in compliance with our governing documents and the Township. If we do not maintain these areas, the Township has the right to do so. The Township's cost to perform any such maintenance and/or preservation, together with a twenty-five percent (25 %) surcharge for administration costs, is assessed equally against each unit, placed on the next Township roll as a special assessment and payable with your property taxes.

Appointment of Inspector of Elections: President Lange announced that Mayhar Sadri (Level Up) would serve as Inspector of Elections.

Scheduled/Upcoming projects: President Lange announced that in addition to the scheduled maintenance and projects within the community, trees on Crossover will be trimmed and options other than salt are being considered as part of Winter maintenance.

Election of Directors:

- Per Bylaw Article XI, Section 2(c)(iv): There are (2) open seats on the Board of Directors for two-year terms and (2) open positions for one-year term due to vacancies. The 2 nominees receiving the most votes will be elected to the two-year terms, and the nominees receiving the least number of votes will be elected to the one-year terms. Per Bylaw Article XI, Section 8, at the first meeting of the new Board following this meeting, the directors will appoint officers.
- President Lange announced that Diana Eaton, Paul Rangos, and Roxann Repasy had accepted nominations and were on the ballot. Nominations from the floor were opened with Larra King and Toni Myles being nominated. Larra & Toni were present, accepted the nominations, and introduced themselves. There were no further nominations from the floor. Co-owners were asked to add Larra King & Toni Myles to the ballots, and advised that they could vote for one, two, three, or four, but not more than four. After marking ballots (with at least one "x") the ballots were folded in half and collected by Mahyar.
- At the request of the co-owners, Juliann Trudell, Ypsilanti Township Community Engagement Coordinator assisted in the counting of the ballots.

Convenience Fee for Credit Card payment: President Lange explained that there is a 2.999% convenience fee charged by Buildium for HOA dues that are paid via credit card. We recently discovered that the charged fees are deposited into our Operating Account, but not transferred to Level Up as required by law. In July, $2,124.23 was paid to Level UP for credit card convenience fees charged, (but not properly transferred by Buildium to Level Up) for the period of September 1 2024 through July 9, 2026. The Board has drafted and approved a "Credit Card Convenience Fee Process". Both the Treasurer and Level Up will prepare a quarterly report reflecting the convenience fees charged for the previous quarter. These two reports will be verified against each other and upon Board review and approval, reimbursement to Level Up will be processed.

LOMBARDO: President Lange announced that the Board had been working diligently behind the scenes for well over a year on the Lombardo issues, looking for old invoices, statements, meeting minutes, and/or emails to support the items on the Punch List; providing copies of pertinent/requested information; contacting the Township or prior vendors for more information; securing inspections; being available for on-site inspections; compiling responses to questions from the attorney; meeting with our attorney, and basically, being sure everything was kept current and nothing fell through the cracks.

- In November, the Bylaw amendment was approved allowing the Board to file a lawsuit against Lombardo if necessary. The deadline for filing is October 4, 2026.
- The Demand Letter, Revised Punch List and additional requested supporting documentation were sent to Lombardo on March 13, 2026 asking for costs to repair/replace the defects in the amount of $1,589,422.61 (plus unknown costs) and costs of out-of-pocket expenses in the amount of $62,205.86.
- On April 8, 2026, we received a response from Lombardo with an offer of $40K, and on April 16, 2026 the Board notified our attorney that the Board had rejected the offer.
- Lombardo stated that our roof claim should be brought against GAF (the shingle manufacture) due to defective product. Claims were filed with GAF on behalf of each co-owner. Lombardo also questioned the integrity of the inspection by Majestic Services, so a second inspection of roofs and concrete was completed in June. Pursuant to that report, a third inspection was completed in early July. Both of these reports as well as supporting photos of Lombardo's poor workmanship were supplied to our attorney on July 8, 2026. The three inspections supported "poor workmanship" not defective product, so after further discussion with our GAF inspector, and a review of the warranty, it became evident that GAF would cover defective product only, the claims with GAF were withdrawn/closed.
- Further supporting documentation requested by our attorney was sent to him on July 29th.
- A Demand Letter stating that the $40,000 previous settlement offer was rejected, as well as the revised Punch List, all supporting documents, and a "draft complaint" were mailed to Lombardo this week. They have 30 days to respond with a "reasonable offer" or the Complaint will be filed.

Unfinished Business

- Election Results: Pursuant to Bylaw Article VII-VOTING, Section 6 Majority: a majority shall consist of more than 50% of those qualified to vote. President Scott announced that 20 votes constituted a majority, and 38 ballots were cast. Paul Rangos and Roxann Repasy were elected to the Board of Directors for two-year terms; Diana Eaton and Toni Myles were elected to the Board of Directors for a one-year term to finish out the remainder of the vacated positions.

New Business: President Lange stated that it had recently come to the attention of the Board that there could be issues with PSI (water pressure) within the community.

- Co-owner Gawyn Zeckzer explained that a plumber had recently found her PSI to be 85 but the Michigan Plumbing Code states 80 is the highest allowed in the State of Michigan. The solution is to have a licensed plumber install a pressure reducing valve (PRV) inside the unit.
- The Board contacted YUCA and PSI readings from 10 units were taken with the average being 81. Upon further discussion with YUCA, we were informed that they are only responsible for the hook-up of the water lines and does not check the PSI at that time. The Chief Building Officer of the Township indicated that if there was an issue at the time of construction, the contractor would have been informed.
- All individuals the Board spoke to (including plumbers) indicated that 81-82 is nothing to be concerned with. Pipes are able to withstand continuous 100 PSI. Our water is a “loop” and PSI readings change based on usage at the time of the reading, so a high reading could change throughout the day. YUCA has different pressure settings based on the season which also could affect the reading.
- Who was responsible for ensuring the PSI was correct at the time of construction and/or water hook-up could not be established. After speaking with our attorney about adding this issue to the Punch List and what would be required in support of it, the Board approved not including it in our claim.
- The Board will check the PSI reading on each unit and advise co-owners of the readings. It is the responsibility of the co-owner to contact a plumber and have a PRV installed if they so choose. (appx cost $400-$800)

Open Discussion:

- Discussion was held regarding defects that Lombardo had fixed for co-owners.
- Discussion was held regarding Lombardo’s responsibility for placement of air-conditioners due to leaves, grass clippings etc. affecting the performance of the unit. Maintenance of the a/c is the responsibility of the co-owner and should be done annually by a professional to ensure a thorough cleaning and inspection of free-on levels. This issue will not be added to the Punch List.
- President Lange advised that patios on Sweet Water installed by Lombardo are sinking. One has already been replaced by Lombardo. This issue is on the Punch List and Lombardo has assumed responsibility.
- Discussion was held on the 2026-2027 budget line item for attorney fees.
- Discussion was held regarding an assessment. Co-owners were assured that an assessment will not be implemented to pay for attorney fees. The Board is very conscientious about expense vs resolution, and will review the counter-proposal thoroughly prior to making a decision. No final decision has been made nor paperwork signed regarding a resolution.
- Discussion was held about the ability of a review of property taxes. The cost is based on property value, and if “high quality” materials were not used in construction, the value could be lower. This can be requested through the Township
- Discussion was held regarding what inspections have been done on units etc. Co-owners can request a BSA report from the Township.
- Discussion was held regarding units that have large “voids” under the driveways. The Board is well aware of this issue at five units. The project will consist of burying the downspouts, installing gutter guards, mud jacking the driveway then leveling off the area with topsoil. This is on the 10-year plan for next Spring. Co-owners were reminded that all concrete had been inspected and approved at the time of construction. This issue is on the Punch List.
- Discussion was held regarding a teenager riding a motorbike throughout the neighborhood. This teenager has been identified and does not live in our community. Video of his trespassing was shared with the Washtenaw County Sheriff Department. Unfortunately, the police will not do anything unless they “see him riding in the neighborhood”.
- Discussion was held regarding an increase in the number of “outsiders” fishing due to Crystal Pond being listed on a fishing app as one of top places to fish in Ypsilanti Township. Co-owners can contact the police and report these individuals as trespassing.
- Discussion was held regarding the security cameras at each entrance that have been very helpful to the police.
- Discussion was held that co-owners along the East side of the property were led to believe their unit would be “one of the best”, but now the trailer park is fully visible. The Board previously contacted the Township about a fence, and because our complex is a “community”, we would be responsible for the entire cost - not the trailer park. However, due to the easement we cannot install a fence. This issue will not be added to the Punch List.
- A co-owner stated that her previous residence was also built by Lombardo and the roofs were defective, with 10-year shingles, not 25-year shingles being used.
- Discussion was held regarding the dehumidifier installed by Lombardo in the crawl space not being adequate and a larger dehumidifier needing to be purchased. This issue will not be added to the Punch List.

- Discussion was held regarding a reduction in HOA fees as $400 is not justified. President Lange stated that there are no plans to reduce fees at this time as maintenance of the community continues, and repairs are far from completed. Co-owners should review the 2026-2027 Budget for a better understanding.
- A co-owner suggested a "community function" to provide an opportunity to meet and mingle outside a meeting environment.
- Discussion was held regarding repairing/replacing the sign at the South entrance. This issue, as well as a sign at the North entrance are on the Punch List.
- Discussion was held regarding the irrigation system. President Lange advised that sprinklers run three days a week for a period of 25 minutes, and the days and times have been programmed by April Rain. The schedule for three of the control panels has been created and will be finalized soon for sharing with co-owners upon their request.
- Discussion was held about tools being available for co-owner use in cutting weeds etc. President Lange advised they are not and any trimming etc. not done by vendors was done by Board members with their own equipment. Clearing of weeds on the outside of the large pond will be completed as time allows. Co-owners are encouraged to maintain areas they find overgrown.

Close: There being no further business President Lange moved to close the 2026 Annual Meeting of Crystal Pond Condominiums Association at 7:39 p.m. Motion was seconded by Diana Eaton.

Submitted by:

Roxann Repasy
Acting Secretary
August 16, 2026