



CRYSTAL RIDGE  
RESIDENTIAL  
HOMES ASSOCIATION INC

**Crystal Ridge Residential  
Homes Association, Inc  
Board of Directors Meeting**

**Meeting # 42 - Board of Directors/Community  
Date: November 13th, 2025**

**I. CALL TO ORDER**

A. Board Member - Phillip Wills called the meeting to order at 7 P.M

**II. ROLL CALL OF OFFICERS**

A. Board Members Present

- Katrina Smith
- Shawn & Sheree Dotson
- Ernestine Brown
- Robert Holt
- David Kempker
- Shawntelle Smith
- Phillip & Emily Wills
- Brandon Laughridge
- Jennifer & Jeremy Chandler
- Sergiy & Katya Makarenko
- Juan & Erika Togo

B. 3 Empty Board of Directors Seats still available.

**III. APPROVAL OF THE MINUTES OF THE PAST MEETING**

A. This is recapped with old business before any old business that needs wrapped up.  
1. Motion by Phillip Wills to approve the minutes of the prior meeting motion carried 7 P.M

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**IV. Old Business**

- a. 9/22 duplex property owners were in attendance
  - i. Went really well, didn't think individual properties should be part of HOA maintenance.
  - ii. Was okay with the baby step approach still for repairs and enhancements.
- b. Basketball netting and basketball net completed - around 60 feet total for basketball goal.
- c. Snow removal- Freedom lawn care this year
  - i. Met with them and signed the contract for this snow season.
  - ii. Need to mark curbs and sidewalks with markers.
- d. Full service snow removal/lawn for next year
  - i. Going to get quotes for a company to do full service for us next year meaning they do lawn maintenance and snow removal.
- e. Centennial management for financial services only. \$5/month per property

- i. 5K startup fees, check sent
- f. Driveway curb quote
  - i. Someone is having issues with the curb being broken in front of the driveway. Getting quotes to get it fixed.
- g. Parking lot sealing and striping was complete - Cost \$4,850.00
- h. Bob is going to water seal the deck railing. - Thank you Bob!

## V. Finances

- a. Main 7450.98
- b. Mowing 803.90
- c. Savings 10675.88
- A. Expenses coming out of the account
  - a. \$5,000 Centennial Management Startup Fee.
  - b. \$3,500 Estimated Legal Expenses.
- B. 9626.86 leftover in operating/savings

## VI. NEW BUSINESS

- a. Board members through 2027
  - i. Ernestine Brown
  - ii. Shawntelle Smith
  - iii. Jeremy or Jennifer Chandler
  - iv. David Kempker
- b. Board members through 2028
  - i. Katrina Smith
  - ii. Sheree or Shawn Dotson
  - iii. Robert Holt
  - iv. Phillip or Emily Wills
  - v. Brandon Laughridge
- c. Board members positions/re-election tonight
  - i. Katya Makarenko - Re-elected for 3 more years
  - ii. Juan Tovar - Re-elected for 3 more years.
  - iii. 2 single family available still
  - iv. 2 townhomes available still
- d. Officer Elections for 2026
  - i. President - Phillip Wills
  - ii. Vice President - Ernestine Brown
  - iii. Treasurer - Sheree Dotson
  - iv. Secretary - Jeremy Chandler
    - 1. Going to looking into AI tools for Automatic Meeting Notes.
- e. Considering purchasing 1-2 Chromebooks/laptops for HOA meetings.
- f. Centennial management questions- only bi annual, annual payment option now
  - i. Changing Due Dates to January 1st, Late after 30 Days.
  - ii. Will do Yearly and Split Yearly Payments.

- iii. If we want to add monthly will be \$1 per property so \$217 extra a month x 12 = \$2,604.00
  - 1. The board didn't think it was worth it for only 5 property owners to have monthly option to spend that much more.
  - 2. Centennial is going to give grace the first few months on monthly due to them having to come up with split payment amount instead of \$80.00
- iv. Board okay with 11% Late Fee.
- g. 2026 Expense Budget - Went over the Expense Budget with the Board and they okayed it.
- h. Cost Saving Ideas for the budget
  - i. Motion sensor lights for bathrooms
  - i. 10k left in reserves with 140 Properties for 2026 compared to 25k in 2025.
  - j. 46 Possible additional Prieb properties for rent in January of 2026.
  - k. 2026 Focused Project.
    - i. Roads, Curbs & Sidewalks.
    - ii. Pool Cover.
    - iii. Window pane replacements for clubhouse.
  - l. Still need to schedule single family home meeting, townhome meeting
    - i. Single Family Home attorney advised to wait until after legal issues with Short Term Rental.
    - ii. Townhome, need to wait until we can discuss with Greg due to his majority ownership coming up.
  - m. Christmas Party - Santa scheduled and announcements made and sent.
  - n. Going to renew Farmers Insurance for 2026 if the price stays around the same.
  - o. Short term rental amendment status update
    - i. Door to door attempt?
      - 1. David & Ernie go around and ask.
  - p. 46 townhomes in development/77 in total
  - q. Common grounds - Trying to figure out what the HOA needs to have mowed.

## 2025 EVENTS:

- a. End of school year ice cream social
  - i. May 31st
- b. Neighborhood wide garage sale
  - i. May 15-17th
- c. Neighborhood bbq
  - i. August 9th 4-6 pm
- d. Christmas party
  - i. December 13th

## V. NEXT MEETING DATE

- A. Next Board of Directors meeting- January 8th, 2026 at 7 P.M
- B. Board & Community Meeting - Monday February 9th, 7:30 P.M

The board meeting adjourned at : No need to adjourn, email votes/meeting.

These minutes are approved by the Board of Directors

**Emily Wills**

Emily Wills - Secretary of Crystal Ridge Residential Homes Association, Inc

Date : 11/13/2025