



Meeting Date:	July 13, 2026
Submitter:	Daniel Ritter, Community Development Director Ron Wiedeman, Director of Engineering
Department:	Community Development and Engineering
Agenda Item:	Property Owner Association (POA) Registration Requirement

Summary:

Currently, the City requires all Homeowners Associations (HOAs) to register annually with the City Clerk's Office. This registration helps ensure that each association remains active and that the City maintains current contact information for association boards and management companies. Having accurate contact information allows the City to efficiently address property maintenance, public safety, engineering, and other issues related to common areas, including ponds, private roads, lighting, building exteriors, fences, and similar facilities.

The current registration requirement applies only to HOAs and does not include Property Owners Associations (POAs), such as commercial property associations or "master" associations that govern both residential and commercial properties. At present, the City is aware of one established POA, the Crest Hill Business Park, with additional associations anticipated in the near future. Requiring these associations to register annually would provide the City with the same benefits of maintaining up-to-date contact information and ensuring effective communication with association boards and management companies. There are no existing or proposed registration fees for any association registrations.

Recommended Council Action:

Discuss POA registration requirements and move the drafted Ordinance to the July 20, 2026, regular City Council Meeting.

Attachment:

1. Draft Ordinance Amending Section 15.02.020 (Definitions) and Adding Section 15.02.210 to Chapter 15.02 (Housing Code) of Title 15 (Buildings and Construction) of the Crest Hill City Code of Ordinances