

**Chelsea Woods Association
Board of Director's Meeting Minutes
Monday, January 19, 2026
5:30 p.m. – 7:30 p.m.
1501 Yuma Lane, Plymouth, MN 55447**

President Dave Wilson called the meeting to order.

Board Members in Attendance

Dave Wilson
Barb Drews
Becky Evenson
Jean Stenke
Roderick Hedner - Absent

Homeowners in Attendance:

Lisa Berry
Barb Slater
Fran McNamee
Gail Wilson
Murna

Approval of Minutes

The minutes of the last meeting were received the day of the meeting and still need reviewing by all members. The decision was that time would allow for the members to review the minutes, suggest any changes made, and the final revision would be approved via email by all board members.

Homeowners Forum

Lisa Berry – Inquired about if there were homeowners that had responded to the board's call for committee volunteers. Dave reported that there were only two people who stepped forward. Discussion followed about how we could do a better job of recruiting volunteers. In person, townhall meeting, emails, newsletter mailbox posting. Lisa stated that if we don't get volunteers, we will need to pay to get some of this done. **Action** - We will reach out for volunteers for the initial review of the Revised Governing Documents via newsletter (email and mailbox posting) and see what we receive.

Barb Slater – Would like clarification on vehicles parking and not moving for extended periods of time. What do our documents say about how many vehicles, how long can they parked without moving? There are places where there are several cars in the driveway and some of them have not moved for a very long time. What can we do correct this situation? **Action** - We will review our documents and put out an announcement to remind all residents about the parking rules for driveways as well as guest parking. If there is a situation that needs addressing, please reach out to Jesse or a board member and we can take steps to address the situation.

Barb Slater - Trash Cans are being left out at the curb for extended periods of time.
Action: Will communicate the rules covering trash receptacles storage and the times that they can be at the curb.

Committee Reports

a. Architectural - Nothing to report

b. Finance – Year end financials were not available; the preliminary number are:

Cash Operating	\$226,571
Cash Reserves	<u>\$1,344,141</u>
Total Assets	\$1,572 000

We have about \$198,110 in Operating account. Becky suggested that we not invest in anymore CD's until we have a better idea on what money we will need for the projects that involve money from the reserves. Jean suggested that we move funds into the money market account. Jean also questioned what money has invested in CD's and the maturity date.

Action: Becky will transfer \$75,000 to the money market account.

Specific information about maturity dates/value on our CD investments:

\$250,000 BMO	Maturity Date 4/2/2026
\$250,000 BMO	Maturity Date 6/23/2026
\$250,000 Old National	Maturity Date 9/30/2026
\$250,000 Old National	Maturity Date 10/2.2028

c. Environmental – Nothing to report

Manager Reports

Business – Jade was not in attendance. Dave reported the following

- Past due accounts – 31 to 60 days \$1140, 61 to 90 days \$1490 and 91plus \$7970
- We have several accounts that were \$23 short. This item will be addressed in the newsletter
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Property/Grounds

- Joe B. has been a huge help. He worked on cleaning up deadfall and some buckthorn on Carlisle Trail. Some progress was made on Hunt Trail with a tree that had snapped off.
- Focus has been on keeping trails and streets safe. When the weather was warmer earlier this month, the streets were scraped to remove thawing ice.
- Plans are to continue removing more buckthorn. We will continue through the winter with cutting and removing buckthorn, and in the Spring we will go back when the growth starts and recut and spray when there is no need to pick up the cuttings.

- Jesse reported that he was having a difficult time finding the grit that he needs to maintain the trails and around the mailboxes. It was suggested that he check out Fleet Farm and Tractor Supply to see if they had inventory. Dave said he had a friend who might have inventory and would check it out.

New Business

- Pool Update –
 - The furnace at the small pool had to be repaired three times last year. It may survive another year or two, or maybe not. Planning for eventual replacement, and having a replacement on hand would be a smart decision. Jesse will reach out to Dylan at Gron and have him to an inspection in early May, then we can start planning and looking at prices.
 - Pool Furniture – Replacement of the furniture is on the reserve study. Dave thought that “By The Yard” type furniture might be an option. It was pointed out that the strappy style is more comfortable and the straps could be replaced as needed. Discussion continued about ease of maintenance and storage needing to be a consideration. The board will look into different types of commercial pool furniture and prices.
 - Pool Fence - The materials (composite vs wood), and style of fencing (enclosed vs. open) were discussed. The board will seek out different vendors and what options are available.

Continued Business

- a. Tree/Grounds Maintenance –
 - We received from Pro Tree for \$98,000 for Phase 1 and a bid of \$300,000 for Phase 2. The areas for Phase 1 was similar to the previous Vineland bid with slight differences. Pro Tree is proposing dealing with ash trees and not any of the scrub trees, like box elder, that would eventually have to come down. The board decided that it was more prudent to stay with Vineland. The reasoning being that we have had a long-term relationship and they were dealing with ash and scrub trees in each area so we would not have to repeat the process.
 - Discussion followed about DNR cost sharing for ash tree removal (not available at this time), the DNR could recommend varieties to plant and let us know what cost sharing for reforestation is available. The city of Plymouth may have trees available when they have their spring tree sale.
- b. Review/Approval of New Road Signs
 - We had previously gotten a bid for new streets signs that are like the signage use at the Mews. The bid was for \$6,000 for the sign boards only. Signposts and installation would be a separate charge.
 - Decisions to be made:
 - The lettering - all upper case or both upper and lower case.
 - Weather we should put Yuma Avenue and 18th Avenue cross signage on the posts, house numbers or just street names

- What materials should be used for the “engraved” text. Would the text be painted onto the sign or white core color with brown exterior..
 - It was decided that we will use Upper and lower case lettering. We will include Yuma and 18th sign boards and not put house numbers on the signs.
 - Jesse will reach out to our vendor to get more information about the choices in materials.
- c. Governing Documents –
Redlined governing documents have been received from the lawyer and forwarded on to homeowners. Board is asking for homeowners to volunteer to meet with board members and read through the revisions and suggest changes. Lisa Berry and Barb Slater stated that they would volunteer to work on the project. **Action:** Will send newsletter via email and on mailbox stations requesting community volunteers.
- d. Audit 2023 and 2024
We have contracted with Michael Mullen to do our audits. We have started the process of gathering board documents for 2023 and 2024. Because of all the changes in early and late 2023, locating files is proving to be a slow process. Fiscal year 2024 will be much easier. **Action:** Becky will report back in February meeting on progress.

Executive Session

- a. Legal - We need to hire an attorney to handle our collections. Action: Dave will do some research on possible firms.
- b. Violations – No report at this time.
- c. Collections –We have several properties with ongoing issues that we need to discuss with our new collection attorney.

Adjournment

Next Meeting; February 16, 2026