

**CWA Homeowners Association
Board of Directors Meeting Minutes
1505 Yuma Lane, Plymouth, MN 55447
Tuesday, May 26, 2026**

Call to Order: 5:30 PM

Approval of Agenda: Becky made a motion to approve, Jean seconded, approved by all board members

Board Members in Attendance:

David Wilson	Jean Stenke
Barbara Drews	Roderick H.
Becky Evenson	

Homeowners in Attendees:

Fran McNamee	16215 18 th Ave N
Steve Fonnest	1840 Comstock Ln N
Lisa Berry	1880 Black Oaks Ln N
Anne Andreasen	1830 Comstock Ln N
Gary Hofstad	16455 15 th Ave N
Maura Howerton	16429 15 th Ave N
Barbara Slater	1850 Archer Ln N
Heather Sanpson	1839 Black Oaks Ln N
Sue Heitmeyer	1839 Black Oaks Ln N

Approval of Previous Minutes:

There were no board minutes at this time from the April meeting to approve.

Home Owner Forum:

- Anna Andreasen reported that there was a large branch laying on her roof which may have came from a tree that belongs to the association. Steve Fonnest reported that there were trees down and some damage to a fence. These trees/branches had come down after a storm earlier this spring. It would be Anna's responsibility to remove the branch from her roof. She requested the contact information for the vendor who has been tree removal for the association. **Action: Jesse furnished Anna with Vineland Tree Service information and will reach out to Scott (Vineland) to evaluate the situation and report back to Dave.**
- Maura Howerton reported a River Birch that appears to be half dead on the common property. **Action: Jesse to talk with Scott.**
- A homeowner reported that there is a yard that is "puffed out" with dandelions that have gone to seed and it looks bad. What action is happening concerning these yards. If residents have issues like these, they should contact info@chelseawoods.com.
- New residents Heather Sampson and Sue Heitmeyer requested information about how to go about getting approval for a fence around their backyard and installing a

cement pad/patio in the fenced area. Dave encouraged them to review the Architectural Rules that they should have received along with the property and if they have questions to send an email to info@chelseawoods.org and he would work with them.

Committee Report:

Architectural – Dave Wilson reported that there were a couple of requests that were pending. They will undergo review, but additional information is needed.

Finance – Becky Evenson reported:

- \$282,735 in Cash Operating
- \$1,348,306 in Cash Reserves
- Total Assets \$1,636,946
- CWA has a CD that is coming due June 23, 2026. Becky will get back with the banker later in June and discuss bank rates at that time.
- The bill.com transition has been extended. There will be another migration date beginning June 9th – June 22nd. We will be okay for June invoices. The banker informed Becky that there would be a \$2.00 per invoice charge to continue with the BMO version of bill.com after the migration. This would amount to \$450 per month. ACTION: We will be searching for a new company to handle our HOA dues invoices.

Environmental –

- ClearScape – Working with them on some of the issues.
- We have rock out back to refresh some areas
- Someone from the City of Plymouth or the contractor (Sedgwick) will review the installation and repairs that need to happen. If needed we will be having summer help working on repair/reseeding some of the areas that are damaged with the fiberoptic installation

Managers Reports:

Business – No Report.

Property/Grounds – Jesse

Repairs for lawn damage – will purchase top soil and seed.

Pools –

- The furnace needs to be replaced at small pool as soon as possible
- Replacing Plexiglas on the entry doors to both pools
- Irrigation was turned on last Monday. There were a number of repairs that need to be made. There are some issues that ClearScape is responsible for the cost of repairs and some are CWA repairs.

New Business:

- Bike Racks – The board explored the need for bike racks at the pools. Costs run between \$500 – 1,000. Dave made a motion, Jean seconded, that we authorized Jesse to spend a total of \$1,000 or less for the two bike racks.

Old Business:

- **Update - Tree/Grounds Maintenance** - We will address issues brought up tonight. We will also meet with Scott to discuss the plan for next winter's tree removal. We also need to reach out to the DNR about replanting (hopefully this summer).
- **Road Signage** – We have a bid from the city for \$3,000 for 13 signs. This would be to purchase the signs and the city would install and maintain them. Past bids were for \$6,000 just for the composite signs. That did not include installation or maintenance. Dave made motion, Barb seconded, all approved to purchase the signs from the City of Plymouth
- **Update – Governing Documents** – The attorney who worked on the Governing Documents said that they had a limited scope of engagement and they have fulfilled their obligation. We will need to engage another attorney to review and make sure that our documents comply with the new 2025-2026 legislation regarding HOA's.
- **Audit 2023/2024** – Becky is still in the process of moving documents into the auditor's portal. Will have it completed by the next meeting.
- **Update – Pools repairs for 2026** – The furnace at the small pool is 23 years old and the replacement parts are not available. We have a quote from Quale (current vendor) for \$7,900 heater/parts/labor. Dave reached out to about 6 other vendors and has not gotten a reply from any of them. Due to the lack of response for bids, Dave recommended that we go with Quale for our pool repair. Dave made a motion, Roderick seconded, all voted to approve using Quale with only one bid.
- **Umbrella and Weights** – Discussion took place about material, color, weights.
Action: Options will be communicated via email and an email vote will take place.
- **Storage for Pool Furniture – Action: Place on August agenda.**
- **Small Pool** – Looking at total rehab probably next year, so will look at new furniture and umbrellas after the rehab.
- **Bookkeeper Search** – No response, on contacted firms.
- **Street Sweeping** – Will happen the week of June 5, 2026.
- **Garage Lighting – Action: Tabled until next month.**

General Session adjourned at 6:45 p.m.

Next meeting will be – June 15, 2026 at 5:30 p.m.