

CWA Homeowners Board of Directors Meeting
Meeting Minutes
1505 Yuma Lane N, Plymouth, MN 55447
5:30pm – 7:00 pm 03/16/26

In Attendance:

Dave Wilson, President Architectural Chair
Barb Drews, Vice President
Jean Stanke, Treasurer
Becky Evenson, Secretary & Treasurer
Roderick Hedner-Environmental
Jade Gardner, CWA/Business Manager
Jesse Glassman-Grounds

Homeowner Guests:

Barb Slater-1850 Archer Lane N Plymouth, MN 55447
Amy Overby-1850 Comstock Lane N Plymouth, MN 55447
Jim Gregory-1830 Archer Lane N Plymouth, MN 55447

Call to Order Agenda reviewed. Addition: Lighting discussion added under New Business

Approval of Minutes

January minutes reviewed. Motion: Approve January and February minutes. Result: Approved unanimously.

- Approval of previous meeting minutes was tabled because not all board members had an opportunity to review them for March. The Board agreed to conduct approval of the outstanding meeting minutes by email to allow for timely posting.

Homeowner Forum

- A homeowner raised concerns regarding landscape restoration work completed by ClearScape following recent repairs:
 - *The contractor completed some yard restoration work but did not adequately grade the area.
 - *Large rocks and uneven surfaces remain in the grass.
 - * Areas of damaged turf have not been fully restored.
- The homeowner indicated that irrigation has not been running, which may affect grass recovery.
- The Board reported ongoing communication with the contractor's representative, Tyler, regarding the incomplete restoration work.
- Board members previously documented affected areas throughout the community and submitted the information to the contractor.
- The Board agreed that the work performed to date was not satisfactory and is continuing efforts to have the contractor return and properly address the remaining issues.
- The contractor has been slow to respond, and the Board will evaluate next steps if responsiveness does not improve.

Architectural- Dave Wilson

- No new updates/ all AC requests have been approved.

Finance- Becky Evenson

- Renewed CD 4/2 for September- BMO bank for \$250,000
- Full April report on website.

Environmental /Grounds-Dave Wilson

- Ongoing issues were discussed regarding restoration work completed by ClearScape and utility contractors following excavation and fiber installation projects.
- The City is expected to conduct inspections of recently installed utility boxes and surrounding restoration work within the next two weeks.
- Residents were encouraged to report any property damage, sinkholes, settling, or restoration concerns so the Association can compile a list for submission to the City and contractors.

Manager Reports-Jade Gardner

- Accounts Receivable balances were reported as follows:
 - 31–60 Days: \$2,742
 - 61–90 Days: \$1,697
 - Over 90 Days: \$8,128.54

Property/Grounds-Jesse Glassman

- Irrigation system startup is scheduled for May 18.
- Pool opening preparations are underway.
- Yard waste collection continues on Mondays and Thursdays.
- Residents were reminded that yard waste should be bagged or placed in approved containers.

New Business-Dave Wilson**Street Sweeping**

- The Board reviewed proposals for community street sweeping services.
- After discussion, the Board approved hiring Relcor for street sweeping services at a cost of \$945, to be scheduled after landscape restoration work is completed.

Motion Approved:

- Contract with Relcor for street sweeping services (\$945).

Garage Lighting Project

- The Board discussed replacement of aging garage light fixtures throughout the community.
- A resident working group will be formed to evaluate fixture options and provide recommendations.
- Funding for the project has been identified within the reserve study.

Continued Business-Dave Wilson and board members

Landscape & Tree Management

- Irrigation startup and mulch installation plans were reviewed.
- The Board selected dark brown mulch for common areas.
- Volunteers and neighborhood groups may assist with mulch placement in designated areas.
- Alternative bulk mulch purchasing options will be explored to reduce costs and waste.
- Plans are being developed for:
 - Turf restoration and reseeding in common areas.
 - A multi-year landscape improvement plan.
 - Stump removal prioritization and budgeting.

Seasonal Maintenance Staff

- The Board discussed summer staffing needs and approved bringing back returning seasonal employee Joe.
- An additional seasonal employee will be hired to assist with grounds maintenance.

Motion Approved:

- Rehire Joe at \$17.00 per hour for approximately 20 hours per week.
- Hire an additional seasonal employee at \$16.00 per hour for approximately 20 hours per week.

Road Signage Project

- The Board reviewed proposals to replace existing community road signs with standard municipal-style signage.
- Additional information and estimates are being obtained from the City before a final decision is made.

Governing Documents Review

- The Board reported that review meetings with homeowners have been completed.

- Proposed state legislative changes may affect governing document revisions.
- Further action will be postponed until pending legislation is finalized.

Audit Update

- Progress continues on the Association audit and tax preparation process.
- Additional historical financial records have been obtained and organized.
- The Board anticipates the 2024 audit process will be more straightforward than previous years.

Pool Operations

- Pool opening remains scheduled for Memorial Day weekend.
- Portable restroom delivery is scheduled prior to pool opening.
- Required pool inspections will be scheduled before opening.

Pool Furniture Replacement

- The Board reviewed replacement options for aging pool furniture.
- New pool furniture purchases were discussed using reserve funds identified in the reserve study.
- After reviewing styles, colors, warranties, and costs, the Board approved replacement furniture for the large pool.

Motion Approved:

- Purchase:
 - 14 lounge chairs (Blue Lagoon fabric with white frames)
 - 18 chairs (matching color and frame)
 - 4 large dining tables with umbrella openings
 - 7 matching side tables
- Additional decisions regarding umbrellas and accessory furnishings will be discussed at a future meeting.

Adjourn 7:20pm