

Chelsea Woods Association Board of Directors Town Hall
Thursday, April 25th, 5:30 PM Ridgedale Library
12601 Ridgedale Dr.
Minnetonka, MN 55305

In Attendance:

Bonnie Johnson, President
Dena Sonbol, Vice President
Jean Stanke, Treasurer
Becky Evenson, Secretary
Tom Navratil, Member at large, Architectural Chair
Roderick Hedner, Member at large, Environmental Chair (Absent)
Judy Kramer, Business Manager

Introduction of the Board/Business Manager

Briefing

The Board updated homeowners on the progress of re-organizing the business of Chelsea Woods. There are three phases to this process:

1. Elimination of third-party management companies (Complete)
2. Financials, communication, database & business management
 - a. Engage an accounting firm
 - b. Set up local banking
 - c. Create a current and accurate Chelsea Woods database (Complete)
 - d. Hire a CPA for taxes (complete for 2024)
 - e. Hire a Business manager (Judy Kramer – complete)
3. Hire a grounds manager (in process)
 - a. An individual has been identified and in final stages of bringing him on board.

Republic:

We have an updated contract with Republic that keeps our costs the same for the next year and eliminates the 3-year auto renewal with a 90-day cancellation clause. There are also some other fees and taxes they are absorbing to reduce our costs.

City Drainage Project:

The city of Plymouth did a great job on the drainage project. The path will be paved once weather permits. The pipe on 18th will be picked up. The pipe in ground on 18th will be cleaned out. Ongoingly, the city will monitor and watch growth.

Website:

The Chelsea Woods Association website has been updated and is a work in progress.

Inventory:

Becky is working on an inventory of CW assets which is about 90% complete. This is imperative should we have any insurance claims due to fire or other catastrophic event.

Trees:

We have been briefed by Scott Gilbertson of Meridian Tree on the Ash Borer situation in CW. We have removed trees that pose a threat to life, limb, or property. We are working on a 10-year plan as we have hundreds of trees affected.

Pools:

We have discontinued our FOB system on the pools. To date, we have spent \$17,000 on a fob system that has never worked and still does not work. They were going to come out again this spring to install a third system for a substantial amount. This cost cannot be justified. Therefore, we will have new locks installed and a key will be available to each homeowner. The key cannot be duplicated at a hardware store whereas fobs can be copied at the local hardware store. Replacement keys will cost homeowner \$100. Pool keys are the property of Chelsea Woods and must remain with the house when it sells, just like the mailbox key.

Tennis Courts/Common Area:

The 3 tennis courts have been in a state of disrepair and it brings down our property values. We are calculating the costs for things such as a conversion to a dog park, converting some of the space to a basketball court, or other proposals that people bring forth. We hope to improve this area yet this year.

Buckthorn Abatement:

A representative will conduct a site visit to inspect what CW has done and give a final determination on whether we can be reimbursed on the cost share program from the DNR.

Chelsea Mews:

Bonnie met with the board president from Chelsea Mews. There are many things we could collaborate on or share costs such as: Maintenance of walking paths, cost of dog park, basketball court. CW and CM have agreed to continue pool sharing. Chelsea Mews will install the same locks that CWA installs.

Night to Unite:

Becky is coordinating the Night to Unite this year. We are hoping to make it more of an event.

Individual Board Updates

Environmental:

- Pond maintenance will happen in June, July and August.
- Roderick will do a walk through with Scott from Meridian to come up with a plan for the Emerald Ash Borer.

Legal:

- We are not party to any litigation or lawsuits.
- Dena outlined the process for modifying the governing documents. We have a list of concerns from community members. We are currently working through a draft of those changes. Once we are done with our review, we'll send out a draft for homeowners to review and comment on. Those changes will be made and then, as required, it will go out to a vote to the homeowners and then to the first mortgage holders on all properties.

Finance:

- Worked with our accounting firm to set up our accounting software so we can do our own recording and access reports faster. This will allow us to get back to homeowners faster.
- We are following the budget put together late last fall for hiring the management team.

Gardens:

- Becky asked if anyone would like to participate in the community flower gardens. Anyone who is interested should contact her.
- We are registered with the city to have a Night to Unite. We are looking at making it a larger celebration with games, face painting and other fun things. The exact location within the neighborhood has not been determined yet. Contact Becky if you would like to volunteer.

Architectural:

- The City Watershed project is essentially complete. There is a bit of cleanup the city needs to finish. They will also be paving the area where they removed the bridge and installed a culvert as soon as weather permits. As part of this project, the city removed quite a few diseased Ash Borer trees.
- There are about 40 homes that have not complied with the architectural guidelines in order to complete the painting project. We have been working with individuals to ensure this happens before June 1st so the painters can finish.

Business Manager:

- Judy has cleaned up the website and will be maintaining it going forward.
- We now have access to QuickBooks and are now able to do our own reporting and modifications.
- Judy's availability is on a part-time basis, approximately 10 hours per week. The goal is to reply to email questions within 48 hours.
- We have been going through past due accounts. We are working with individuals to ensure they are set up in the new payment system and to get their payments caught up.