

Redwood Estates Services Association
Monthly Board Meeting
December 20, 2023 Minutes

Meeting called to order by President Jennifer Throssell at 7:00 pm. Location: Pavilion at Redwood Estates

- **Determination of Quorum**

Quorum was met with the attendance of: President Jennifer Throssell, Treasurer Pete Heller, Director (Acting Secretary) Joseph Bruna

Directors not in attendance: Secretary Angela Hedges, Director Matt Sheikh

Also in attendance: Operations Manager Jeff Bates, Geoff Mayes

On Zoom: Office Manager Cheryl Hargrove

- **Approval of Agenda**

Motion to approve the agenda was made by Jennifer Throssell, seconded by Pete Heller.
Agenda approved.

- **Approval of Minutes**

Motion to approve November 14, 2023 minutes was made by Jennifer Throssell , seconded Joseph Bruna.
Motion approved.

- **President's Report – Jennifer Throssell**

- **SBA Loan**

- SBA Loan documents are being revised and submitted
- 60 Day extension on submittal of documents for SBA loan is granted
- SBA will determine the form of collateral needed to secure the loan. Type of collateral being offered is Special Assessment and the Pavilion structure.
- Every effort will be made to keep the Membership informed of the impact of the SBA Loan on the Membership.

- **Treasurer's Report- Pete Heller**

- **Monthly financial report**

- Income is 106% of YTD budget
- Expenses are 97% of YTD budget

- **Delinquency Report**

- Delinquencies collections have leveled off & remain at a steady level
- RESA is open to working with people to bring accounts up to current & can be put on a plan

- **Hazardous Fuel Reduction (HFR)**

- Evaluation & planning is being considered for funding the RESA brush chipping program on two occasions: Fall & Spring
- It was suggested a new online form be created for the reporting of community HFR volunteer hours. Action pending.

- **2023 Winter Storm Damage**

- Expenses for road repairs on Alma Ct. & Santa Ana Rd. are still being calculated. Cost for repairs are anticipated to increase.
- **Office & Operations Manager's Report**
 - Operations Manager's Report for December is attached.
 - NFPA Firewise USA renewal application was accepted & the Redwood Estates community has been certified to be "In Good Standing" status for 2023 & throughout the 2024 calendar year.
 - One quote received for repairs to Alma Ct storm damage from Maxicon Construction.
- **New Business and Public Comment**
 - **Public Comment:**
 - Geoff Mayes presented commentary & documentation (email dated 12/20/23- Preventing/reducing additional damage...) regarding storm damage recommendations for repairs on Alma Ct. Techniques & contractors were suggested.
 - Associated Terra Consultants will be contacted concerning a course of action concerning Alma Ct temporary winter stabilization of the road bed & hillside.
 - Discussion by Board for specialized pricing offering/structure for members. The use of the Pavilion by members under the specialized pricing would be limited to a 2 ½ hour use period. Specialized pricing would be available to members Monday-Thursday at the rate of \$150 for a 2 ½ hour period of use. County Use Permit stipulations must be followed.
 - Motion by Jennifer Throssell, seconded by Peter Heller to implement the specialized pricing offering/structure for members.
- **Old Business**
 - **Holiday Cookie party**
 - Turnout was light. Plenty of good cookies & treats. Discussion to consider changing the time of the event in future years
- **Adjournment**
 - Motion to adjourn by Jennifer Throssell, seconded by Joseph Bruna.
 - Meeting Adjourned at 9:43 PM
- **Executive Board Meeting**
 - Executive Session called to order at 9:44 PM
 - SBA Reimbursement Request by Member
 - Discuss Letter of Violation
 - SBA Board Resolution concerning RESA authorized agents
 - Executive Session adjourned at 10:00 PM