

Redwood Estates Services Association
Monthly Board Meeting
January 17, 2024 Minutes

Meeting called to order at 7:09 pm. Location: The Pavilion at Redwood Estates

- **Determination of Quorum**

Quorum was met with the attendance of: President Jennifer Throssell, Director (Acting Secretary) Joseph Bruna, Director Matt Sheikh

Also in attendance: Operations Manager Jeff Bates, Geoff Mayes, Sherrie Starkie

Not in attendance: Office Manager Cheryl Hargrove

On Zoom: Treasurer Pete Heller

- **Approval of Agenda**

Corrections to Agenda: Change date to January 17, 2024

Correct Monthly financial report Income to 106 % vs. 121%

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

Agenda approved.

- **Approval of Minutes**

Motion to approve December 20th, 2023 minutes was made by Jennifer Throssell , seconded Joseph Bruna.

Motion approved.

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

- **SBA Loan**

- SBA Loan documents are in closing stages
- SBA has determined that collateral for the loan will be a combination of the Community Assessment and the Pavilion structure.
- The Board will review the SBA loan package upon receipt.
- No additional increases are anticipated in monthly assessment.
- SBA turnaround time for disbursement of funds expected to be a 2 to 3 week timeframe from loan closure.

- **Election/Board of Directors**

- Two Directors positions are up for re-election
- Call for Board Candidates & requests for Inspectors of Election volunteers has been sent out to the community
- Resignation- Director Angela Hedges has presented her resignation from the Board. Angela, thank you for the time & commitment you have dedicated to the Redwood Estates community.

- The Board member vacancy due to resignation shall be filled in the manner prescribed in RESA Bylaws and may be appointed by the Board of Directors to fill the unexpired term.
- **Treasurer's Report- Pete Heller**
 - **Monthly financial report**
 - Income is 106 % of YTD budget
 - Delinquencies collections contributed \$48,000.00 to income
 - Expenses are 102% of YTD budget
 - **Delinquency Report**
 - Delinquencies collections have leveled off & returns are at a steady level.
 - Notice of Lien to delinquent members will be mailed in April.
 - RESA is open to working with people to bring accounts up to current & can be put on a payment plan.
- **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.
 - Alma Court temporary storm damage repairs have begun. A temporary layer of asphalt will be applied and winterizing (plastic sheeting & sandbags) of the slopes will be completed within the next several days.
 - No bids have been received from contractors concerning the storm damage repairs on Santa Anna and Lindbergh Dr.
 - Pete Heller will be developing a new program for the reporting of volunteer hours for the Firewise Hazardous Fuel Reduction (HFR) program.
 - Jeff Bates provided a brief description of the Firewise Hazardous Fuel Reduction (HFR) program.
 - Question was raised by Jennifer Throssell as to soundness of water diversion winterization (plastic sheeting) completed on Santa Anna. Concerns are that water runoff may run under the sheeting. Should this condition be observed by a Member, please, contact the RESA office.
 - Jeff Bates was asked to comment on the method used to maintain culverts & drain boxes throughout the community.
 - The Moody Gulch Agreement was discussed as it applies to property incorporation into the RESA authority. At the time of this meeting no clear documentation was available to provide the detailed information to address this matter & bring it to a conclusion.
 - The basketball hoop has been replaced and installed in the Pavilion parking lot following the completion of the paving and striping. Come down to the Pavilion and shoot some hoops!
 - Hiring for the 2024 pool season is about to begin. RESA will provide reimbursement for the Lifeguard Certification training. If you know of a willing, enthusiastic candidate,

have them contact the RESA office. Flexible hours. Plenty of sunshine.

- **New Business and Public Comment**
 - **Public Comment:**
 - Geoff Mayes provided commentary concerning the temporary storm repairs to Alma Ct. Mr. Mayes will provide tarps for the sloped area of his property & RESA contractors will provide the tarps & roadway asphalt on the RESA easement. Both will work in concert to complete the repairs.
 - **New Business:**
 - Pete Heller expressed a need to amend RESA Bylaws & the Articles of Incorporation. He suggested changes to the definition of roadways as currently defined (Bylaw Section 3- Purpose).
- **Old Business**
 - No Business presented
- **Adjournment**
 - Motion to adjourn by Jennifer Throssell, seconded by Joseph Bruna.
 - Meeting Adjourned at 9:23 PM
- **Executive Board Meeting**
 - Executive Session called to order at 9:44 PM
 - Discussion on violation of the Rules of Conduct
 - Executive Session adjourned at 10:00 PM