

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

Meeting called to order at 7:06 pm. Location: The 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, Director Brian Krupp

Also in attendance: Operations Manager Jeff Bates

On Zoom: Office Manager Cheryl Hargrove, Member Mike Sanchez

- **Approval of Agenda**

Motion to approve the agenda was made by Pete Heller, seconded by Joseph Bruna.
Agenda approved.

- **Approval of Minutes**

Motion to approve February 21, 2024 minutes was made by Jennifer Throssell, seconded by Joseph Bruna.
Minutes approved.

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

- **Welcome to our newest Board of Directors, Brian Krupp**
- **One vacancy** remains open on the Board of Directors. Individuals interested in becoming a Board member, please contact the RESA office for additional information.
- **Small Business Administration (SBA)** has changed its reporting system and has caused delays in the process. No progress to report concerning loan status, awaiting response from SBA.
- **RESA board is considering** contacting Members of Congress should SBA's slow response continue.
- **Parking Lot Lease, Santa Clara County Fire Department (SCCFD)**
 - All conditions of the contract have been met and lease will be terminated.
- **West Valley Construction Lease**
 - Negotiations with West Valley Construction (WVC) are expected to be completed in April. The contract for lease of the RESA property on Dole Way is for a 6 month lease. Payments to RESA will be \$6000.00 per month. WVC shall use and occupy the property to store project material, equipment, and spoils.
- **RESA Survey**
 - The Board of Directors will be sending a community survey via email and monthly billing. The Board needs to obtain feedback from the RESA community as to the types of events our community would like to take place. Please provide your input no later than May 8, 2024. Please contact RESA office with any questions.

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

- **Monthly financial report**
 - Income is 62.95% of YTD budget
 - Expenses are 37% of YTD budget
- **Delinquency Report**
 - Delinquencies collections remain 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 plan.

- **Office & Operations Manager's Report**

- NFPA Firewise USA. California insurance programs offers a discount for homeowner’s insurance due to RESA’s “Good Standing” accreditation with the NFPA Firewise USA program. Contact your insurance broker for additional information.
- Santa Clara County Fire Department will be hosting a “Wildfire Preparedness Community Workshop” at the Pavilion on May 4, 2024 from 10:00 am to Noon. All are invited.
- RESA roadside chipping and brush clearing will start on April 29, 2024. Information will be available via email and mailings.
- Alma Court storm damage repairs. Waiting for permit approval from the County.
- Initiating Alma Court storm damage repair work on hold pending response from SBA. SBA has recently changed their system, thus causing delays. The Board directed the Operations Manager to initiate repairs to Alma Court utilizing RESA Reserve funds.
- Water Main Installation. Please sign-up for roadway construction notifications through Constant Contact. Contact the Office Manager, Cheryl, at the RESA office to sign-up (408 353-1866). Roadway construction will resume in May. Work on roads will be directed by weather conditions. Road closures & detours will be posted on Constant Contact.
- 2024 Pool Season
 - RESA will initiate the hiring of Pool Staff this month for the 2024 pool season. Anyone interested in becoming a Lifeguard for the RESA pool please contact the RESA office at 408 353-1866.
- Bids to repair erosion at Laurel & Oak intersection are being prepared to send out next week. This intersection will be closed during the repair period. Notices will be sent to the community as this project is initiated.

- **New Business and Public Comment**
 - **Public Comment:**
 - No public comments presented.
 - **New Business:**
 - Pete Heller has requested that “No Truck Traffic” signs be posted at the east end of Oak Drive. Request is before the Board, no action taken at this time.

- **Old Business**
 - No Business presented

- **Adjournment**
 - Motion to adjourn by Jennifer Throssell, seconded by Joseph Bruna.
 - Meeting Adjourned at 8:07PM

- **Executive Board Meeting**
 - Executive Session called to order at 8:09 PM
 - The following topics were presented:
 - Contract fee schedule for rental of the Pavilion
 - Cell Tower Contract
 - Lease Agreement for RESA property
 - Property Line Adjustments
 - Reviewed language of the “Pool Rules”
 - Discussed use of Pavilion for events
 - Executive Session adjourned at 9:08 PM

Respectfully submitted by Acting Secretary Joseph Bruna