

Redwood Estates Services Association
2025 Annual Meeting of Members
March 2, 2025

Meeting called to order at 2:10 p.m. by President Jennifer Throssell. Location: The Pavilion at Redwood Estates

- **Determination of Quorum**
 - **Presence of Quorum was announced by the Inspector of Election, Chris Goldsbury, at 2:18 p.m.**
 - A quorum was met with 29% of the total votes of all Members in Good Standing, over the 20% required. 386 votes received from a total of 1332.02 eligible votes.
 - **Attendance:**
 - Board of Directors: President Jennifer Throssell, Treasurer Pete Heller, Secretary Brian Krupp, Director Joseph (Joe) Bruna, Director Matt Nelson
 - RESA Employees: Operations Manager Jeff Bates, Office Manager Cheryl Hargrove
 - Inspector(s) of Election: Chris Goldsbury
 - Members in attendance: Rick Swayne, Bob Vasconcellos, Ron Bueno, Judy Quigley, Elaine Daniels, J.J. Martin, Kristina & Craig Williams
 - Members on Zoom: No Zoom Attendees
- **Approval of Agenda**
 - Motion to approve the March 2, 2025 Annual Meeting of the Members agenda was made by Rick Swayne, seconded by Elaine Daniels.
 - Agenda approved
- **Approval of Minutes**
 - Motion to approve March 10, 2024 Annual Meeting of the Members minutes was made by Rick Swayne, seconded by Judy Quigley.
 - Minutes approved
- **President's Report – Jennifer Throssell**
 - Fire Department Lot Lease
 - Complete in May – contract concluded
 - Summit Road Lot Lease
 - San Jose Water (SJW) – vacated, terminated
 - New Parking Lot Lease
 - Denali Tree Service – \$1,800/month
 - SBA Loan
 - In closing – fully signed all documents, waiting for disbursement
 - Roads
 - Recap from previous Board of Directors meeting
 - Alma Court – 1st priority
 - Reprocessing paperwork to submit to county for the permit

- o Additional drainage needed
 - o Middle of March – ready for county, if approved, construction will be ready to schedule with contractor
 - Santa Ana Road – Civil Engineer hired, working on next plan
 - o Defining up-slope wall, determination that down-slope wall needed
 - o Once complete, package will be submitted to the county
 - Lindbergh Drive – once Santa Ana Road is submitted, same Civil Engineer will start on Lindbergh Drive
- o Events – 2024
 - Easter Egg Hunt, Pool Party, Trunk or Treat, Food Truck and Music Festival
 - Festival pushed to 2025 – align timing of event coordination and maximize number of attendees – May 4th
 - Sent out survey for 2025 RESA Sponsored Events
 - Deadline to respond – end of March
 - Will review results and determine 2025 events during the April Board meeting
- o Question/Comment – Rick Swayne: Notice of Public Hearing from the Water Company
 - Residents are unsure what it is related to
 - Installation of 45-foot tower antenna on SJW property (Bayview Drive)
 - March 6th 10 a.m. – attend for more information
 - Concern acknowledged, RESA is unable to provide more details
- **Treasurer’s Report – Pete Heller**
 - o **2024 vs 2025 Budget Highlights**
 - 2025 Assessments budget 9% below 2024 actual – \$73.8k recouped from delinquent members in 2024
 - 2024 total actual income 38% below budget – did not receive SBA loan funds
 - 2025 Road and Culvert Repairs – 426% more than 2024 – Alma Court and Santa Ana Road repairs on track
 - 2025 Wildfire Protection 43% greater than 2024 actual – FireSafe Council has funded many chipping projects, would like to do more fuel reduction on RESA vacant lands
 - 2025 Legal fees budget 56% greater than 2024 actual due to Santa Ana Road accident
 - o **Road Repair Financing**
 - Existing Funds Sources
 - \$621k SBA loan
 - \$20 assessment increase
 - FEMA 75% reimbursement
 - Will need additional funding in 2026 to close roughly \$500k gap
 - Increase SBA loan amount possible
 - SBA has suggestions for other banks to approach
 - o **Delinquency Report**
 - 31-60 day delinquencies – 6 accounts
 - 91+ day – 17 accounts

- Reduced dramatically from >\$100k to \$34k
 - Assessments Recouped: >\$10,00 YTD (2025)
 - **Liens**
 - Board took action in 2023 to strengthen and enforce lien policy
 - 12 months of notices to delinquent members
 - Lien filed if no action taken after 12 months
 - Lien costs ~\$300 to file
 - Redwood Estates can send official mailings
 - Admin fee ensures RESA is not losing money, and discourages members from having a lien placed
 - Ron Bueno – question around affecting credit report
 - RESA – No, but may have impact on refinancing
 - Liens protect RESA interests when property transfer occurs
 - 29 liens filed in last 9 months
 - 3 liens paid off since taking action
 - **Enhanced Cash Management**
 - Reserve account moved from Bank of America to Axos bank
 - Reserve funds now generating over \$20,000 annually
 - Operating account remains at BofA
 - Operating account cash balance dramatically reduced
 - Only amount needed to fund operations monthly
- **Operations Manager's Report – Jeff Bates**
 - **Redwood Estates: A 501(c)(12) Nonprofit Mutual Benefit Corporation**
 - 377 homes
 - 11 miles of privately maintained roads with drainage culverts
 - 2 playgrounds
 - Swimming pool facility
 - Pavilion facility
 - These amenities are funded by monthly assessments, currently \$135 per month for a single resident and \$125 per month for seniors.
 - The monthly assessment is based on the annual budget voted on by the Board of Directors.
 - **Firewise Community Report 2024**
 - RESA has received its Firewise Community Recognition for 2024 – 2025
 - Please contact RESA if you need a copy of the certificate for insurance purposes
 - 2024: Total number of resident labor hours for HFR*: 12 hours
 - 2024: Truckloads of Brush Removed: 4 loads
 - 2024: Dollars spent by residents for HFR: \$17,500
 - 2024: Dollars spent by RESA for HFR: \$43,700
 - *Hazardous Fuel Reduction
 - Please visit the RESA / Firewise website to update your Hazardous Fuels Reduction efforts, or visit <https://forms.gle/7DnsLzTKj6BtVKpY6>
 - This collected data goes toward maintaining our community's Annual Firewise Recognition

- Please Volunteer if you would like to be on the Firewise Committee
- **2024 Road Projects / Repairs**
 - Culvert Replacements
 - Santa Ana Rd. @ Casey Creek \$17,500
 - Road Paving / Overlay / Drainage Maintenance:
 - Santa Ana Rd. @ Casey Creek Erosion repair \$14,500
 - Zella Ct. (A/C Overlay) \$23,500
 - Zella Ct. (Edge Apron Base Rock) \$5,000
 - FEMA – SBA Road Repair Funding:
 - No reimbursements to date
 - Funding: Waiting for final agreement from SBA
- **2025 Road Projects / Repairs**
 - Road / Drainage Maintenance
 - Clean all road edges and swales of erosional debris
 - Repair storm eroded road edge swales throughout the community
- **Pavilion**
 - 2024:
 - Unanticipated rental income was achieved \$20,000
 - Removed diseased / dying oak trees
 - **2025**
 - 6 non-member rentals booked to date \$21,000
 - 1 member rentals on the books to date \$350
 - RESA also receives funds from Mountain Miracles Group (AA) for use of The Pavilion.
 - Monies from Pavilion rentals pay for the landscape / maintenance of the Pavilion and our two playgrounds.
 - Awaiting a quote to reseed the Pavilion lawn.
 - Future projects:
 - Reroofing & Fire Suppression system \$25,000
 - New fire hydrant mains
- **Playgrounds**
 - 2024: Friendship Park & Good Neighbor Park
 - Topped off the wood fiberfill at both playgrounds.
 - Park bench and basketball hoop at Good Neighbor Park have been repaired.
 - Remember No Dogs Allowed in playgrounds.
 - 2025: Friendship Park & Good Neighbor Park
 - The Teeter–Totter at Friendship Park was repaired.
 - Remember No Dogs Allowed in playgrounds.
- **Pool**
 - 2024:
 - Open 92 Days
 - Concession Sales deposited \$3336.10
 - Net season income after start-up monies and annual pool party expenditures \$1960

- The Annual Pool Party cost was \$875.55 @ 71 attendees, or \$12.33 per attendee
- 2025:
 - Opens Memorial Day Weekend May 24-26, 2025*
 - Opens Daily: June 6, through September 1, 2025*
 - M-F: Noon to 7:00 pm
 - Sat-Sun: Noon to 6:00 pm (Possibly extend hours to 7:00pm)
 - Holidays: Noon to 4:00 pm
 - Members Only Pool Party: (Tentative Sunday July 13, 2025)
 - *All Pool dates and times are weather permitting
- **2024 Hazardous Fuel Reduction Projects**
 - Brush Chipping Project:
 - September 7, 2024 41 Pick-up truck loads
 - September 28, 2024 48 Pick-up truck loads & 25 Trailer loads
 - Community Road Edge Chipping & Trimming Project: \$37,000
 - Drive By Winter Storm Clean-up Program
 - Project dates were Monday April 29, through Friday May 4, 2024
 - Trim brush and vegetation along roadways to a width of twenty feet, and a height of fourteen feet to allow Emergency vehicle access.
- **2025 Hazardous Fuel Reduction Projects**
 - Brush Chipping Project (Sponsored by FireSafe Council):
 - April 19, 2025 7:30 - 12:00, 1:00 - 3:00pm
 - May 17, 2025 7:30 - 12:00, 1:00 - 3:00pm
 - Community Drive Through Road Edge Trimming & Brush Chipping
 - September 8, 2025 – September 12, 2025 (Tentative)
 - Hazardous Shaded Fuel Break and Tree Removal:
 - Locate and remove hazardous trees on RESA property and within the RESA road easements
 - Continuing clearing and maintenance of RESA lands
 - Summit Rd / Woolaroc Dr. @ Santa Ana Rd.
 - Portion of Lindbergh Dr. / Fawn Tr.
- **San Jose Water Company**
 - See 2025 Annual Report for Redwood Estates:
 - Available upon request at the RESA Office
 - SJWC Capital Improvement Projects:
 - 2024
 - Phase 1: Install 12" water main (Pavilion to the Locust reservoir)
 - Phase 2: Install new 12" water main from the Locust reservoir to the Tank Farm facility located on Summit Rd.
 - 2025
 - Completion of Phase 2
 - Repave trench and chip seal to begin May 5, 2025
 - Begin Phase 3
 - Replace 2" water main on Lee Dr. from Rose Ct. to cul-de-sac

- o **2025 RESA / Firewise Community Events**

- *SCCFD Wildfire Preparedness Apr 22 6:00-8:00 pm
- **Brush Chipping Program Apr 19 8:00-12:00, 1:00-3:00 pm
- RESA Music Festival May 4 6:00-9:00 pm
- **Brush Chipping Program May 17 8:00-12:00, 1:00-3:00 pm
- Members Pool Party July 13 Noon-7:00 pm (tent.)
- *Road Edge Trimming Project Sept 8-12 (tent.)
 - *Firewise Community activity, required for our Annual Firewise Community designation
 - ** Santa Clara County FireSafe Council Funded project
- Please contact resaservice@comcast.net to volunteer to assist

- **Election of Directors – Ballot Results**

- o Election Results announced by Brian Krupp, on behalf of the Inspector of Election, Chris Goldsbury:

2025 RESA ANNUAL ELECTION RESULTS									
Total Votes	Quorum Requirement	Quorum Count	% of Votes Received	# of Ballots	% of Households	Pete Heller Votes	Joseph Bruna Votes	Judy Quigley Votes	Matt Nelson Votes
1332.02	266.4	386	29%	81	23%	313	220.5	233.5	253

- o Elected to 2025 Board of Directors:

- Pete Heller
- Judy Quigley
- Matt Nelson

- **Old Business**

- o No Business Presented

- **New Business and Public Comment**

- o **New Business:**

- **Pavilion Rental Contract Revisions**
- Extension of February BoD meeting
- Review adjustments to rental contract
- Discussion around information within the document
- Organized information by category, grouped bullet points – easier to understand
- Redundancies removed, information integrated, inconsistencies fixed, grammatical and syntax updates
- RESA President – commented on details listed above
- Updated based on Board Member input
- Jennifer Throssell moves to approve updated Pavilion Rental Agreement, Pete Heller seconds.
 - Motion approved

- o **Public Comment:**

- **Chris Goldsbury:** Insurance – any update with recent insurance issues

- RESA President – always had issues – liability and structure – same (and only) company willing to bid
 - Higher quote received – increased deductible to keep price lower (close to previous)
 - Always a concern if they will drop us
- FAIR plan an option?
 - RESA Pres. – Most likely cover for structure but we also have liability and other items we need to maintain
- How does RESA have events and keep facilities open if we do not have insurance?
- Liability includes all properties – no liability for roads?
 - Extends to a certain degree
 - Roads are not RESA property – just maintain an easement on individuals' property
- **J.J. Martin: Comments on FAIR Plan evaluation**
 - Denied after initial positive evaluation, appealing decision
 - Bringing up to share with community
 - Second comment on relationship between PG&E, RESA, and our Board of Directors
 - Utility right of way through our community, RESA has no say in their activities around their equipment
 - Can residents contact PG&E?
 - RESA – no longer has avenue for PG&E Vegetation Management, recommendation is for residents to directly contact PG&E for any concerns
 - Trees topped and trimmed, landscape damaged
 - Jennifer Throssell – other issues, poles in bad locations, trees down but left behind after crews vacated area
 - Working with Jeff Bates to keep direct contact with tree contractors
- **Bob Vasconcellos: Fire Protection for the Community**
 - 5-6 years working with private estate across Summit Road
 - Dialog started with new landowners – create buffer for Summit Road
 - Support for organizing fire groups – Santa Clara County, Santa Cruz County – contacts – gatherings, study groups, how do we protect ourselves around margins – how to protect lots
 - Group zones of community – needs to happen – when RESA money is used – identify those areas and use funds
 - Reallocate funds for buffer space
 - Get people involved!
 - RESA has program available that outlines / mandates the fire Risk Assessment – 3 Year Plan on how to improve system – need to revisit program
 - Educate and Engage the Community
 - Elaine Daniels – will we have Caltrans/CalFire, all agency support?
 - Kristina Williams – resident stickers or indicators for evacuations

- Jeff Bates – lots of info on Santa Clara County FireSafe website
- Joe Bruna – CalFire website – Ready for Wildfire website – Evac planning and other items
 - Firewise program is the structure to educate and engage
- Jeff Bates – Bamboo and Argis Insurance companies may still be offering insurance
- **J.J. Martin: Recommendation and background on the lot across from The Pavilion – fix erosion, poles, chains, etc.**
 - Work with board to find out what is wrong and how to secure area
 - RESA Pres. – extension of pavilion and property maintenance – will evaluate budget, figure out where it goes, and how to address
 - Jeff Bates has some plan to fix or update – chains, new posts
- **Jennifer Throssell: Jeff Bates – 25 years of service with Redwood Estates**
 - Presentation of gift of appreciation
- **Adjournment**
 - Motion to adjourn by Ron Bueno, seconded by Elaine Daniels.
 - Meeting Adjourned at 4:40 p.m.
- **Executive Board Meeting**
 - No Executive Session

Respectfully submitted by Secretary Brian Krupp