

Redwood Estates Services Association
Monthly Board Meeting
April 15, 2026

Meeting called to order at 7:03 p.m. Location: The Pavilion at Redwood Estates

- **Determination of Quorum**

- Quorum was met with the attendance of: President Jennifer Throssell, Treasurer Pete Heller, Secretary Brian Krupp, Director Matt Nelson, Director Judy Quigley
- Members and Employees in attendance: Resident Yiwei Wang, Probationary Operations Manager Conner Lewis
- On Zoom: Office Manager Cheryl Hargrove
- Not in attendance: Operations Manager Jeff Bates

- **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 February 18, 2026 minutes was made by Pete Heller, seconded by Jennifer Throssell.
 - Minutes approved with adjustment to Budget Section

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

- **Employees**

- Operations Manager Report will be presented by Conner Lewis, and he will be taking the lead on all items moving forward
- Notice of new employee went out today via email
- Already received one positive response

- **SBA Loan**

- No movement on SBA loan, RESA has submitted what was needed
- IRS response – what RESA asked for is not valid, IRS does not supply specific document requested for a non-profit; went back to SBA with statement that IRS won't provide, asked SBA what is needed or what is provided by other non-profits; agent stated a few types of documents, RESA has already submitted those documents and asked to be reinstated, still waiting for SBA action

- **Roads**

- Alma Court – construction completed and signed off
- Santa Ana Road – Plans have been updated and will be ready for resubmission by end of April
 - Last month, discussion around the barrier design, came to an agreement and understanding about the type of county required road barrier and went forward with this pre-approved option

- Lindbergh Drive – Plans moving forward, anticipate plan for permitting end of May 2026, ~1 month behind Santa Ana, but may take a few submissions, hope to get this approved by October, so construction can start following year, after Santa Ana, as resources are available

o **Events**

- Easter Egg Hunt – well received and high attendance
- Next Event – RESA Freecycle – Conner Lewis organizing – Sunday April 19th; shed, garage, items we don't need as a corporation, but others may be interested in; first come, first serve
 - Judy Quigley – anything on the tractor; RESA - we should advertise it, Conner Lewis has received some interest
- Pool Party – July 19th – big celebration – Jeff Bates' retirement, RESA's 100-year anniversary
- E-Waste and Shredding
 - Saturday, June 20th
 - Shredding and hauling
 - Free for members

o **CAL OES**

- Project closeout – proof of payment and documentation sent; still waiting on Category G costs – Pavilion fence reimbursement (~\$3k); management cost – 2/3 required docs sent in (admin costs); Friday, April 17th Cheryl Hargrove will submit the final document for reimbursement to be issued. Cat G costs separate (FEMA); Cat Z costs – Cal OES verifying

o **2025 Taxes**

- Filed taxes
- New tax preparer
- Federal filing status – non-profit; State (California) has not been updated
- Legacy issue where we couldn't qualify – now we do, need to file with the State
- Discussion with tax preparer who can help do this
- Paying ~\$800 in taxes, but potentially can be zero

● **Treasurer's Report – Pete Heller**

o **Monthly Financial Report**

- Income at 123% of YTD Budget
 - Assessments: 106% of YTD Budget
- SBA loan committed, not funded
- \$6,924 recouped from delinquent members
- Expenses at 94% of Plan (YTD Budget)
- Road repair expenses jumped due to final Alma Court Payment (\$75.6k of \$8.7k)
- Legal fees well within budget (\$7.3k of \$10.0k)

o **Delinquency Report**

- 31-60 day delinquencies – 3 accounts
- 91+ day – 12 accounts
- 91+ trending down nicely – payment plans on 7 of the 12
- Contact has been made with the remaining members in 91+ day category

- o **Liens Status**
 - Added: 8 lots, 1 resident
 - Released: 1 lot, 1 resident, another lot in progress
- o **Banking and Cash Status**
 - Operating account cash balance: \$95k
 - Reserve account balance: \$477k
- **Operations Manager's Report**
 - o **Firewise Activities**
 - Redwood Estates has received its 2026 Firewise Community Designation Certificate.
 - Visit www.redwoodestates.net/fire-safety/ for a copy
 - Brush Chipping Depot Program (Drive Up), May 2, 2026 at The Pavilion.
 - Sponsored by the Santa Clara County FireSafe Council.
 - Please visit the RESA / Firewise website to update your Hazardous Fuels Reduction efforts, or visit <https://forms.gle/7DnsLzTKj6BtVKpY6>
 - o **Roads / Projects**
 - Alma Court – Has been completed
 - Santa Ana Road – Permits undergoing changes
 - Lindbergh Drive – Plans moving forward
 - RESA has 11 miles of roads and 53 drainages
 - Bid received from fog striping company – needs site visit for more detailed estimate – same company that did the last one
 - Zella Court – new striping, not done by RESA – maybe cleaned recently
 - Dangerous Branch at the hairpin turn – Conner Lewis will organize the removal – working with San Jose Water if possible
 - o **Drainage**
 - Maintaining drainages and culverts as required
 - Jeff Bates and Conner Lewis have been driving around and inspecting routinely
 - Future Project list owned by Operations Manager – managing reactive repairs and larger future projects
 - Priority on new drains has been identified
 - o **Pavilion**
 - No dogs are allowed on the Pavilion lawn
 - Wildfire Preparedness Event – April 23, 2026
 - o **Playgrounds**
 - No dogs are allowed in our playgrounds or on grass lawn areas
 - Issues at lower playground – members and non-members violating the rules
 - Matt Nelson – signs at top park need to be replaced
 - Request employees escort the individuals violating the rules off the park premises
 - Installed new concrete parking stops
 - o **Pool**
 - Closed for the season
 - Working to get PIN access codes for restrooms

- New Operations Manager learning more every week, which will be very important once Pool Season arrives
- Shaw Cichowski – has not yet confirmed swimming lessons this year
- Another individual may be available, intention is for Certifications – does do swim lessons, but not sure if we need this
- Pool Manager trying to solidify Shaw Chicowski’s availability
- Certification + AED + Lifeguard can be done at RESA pool
- We do have reimbursement program – 1st half of cost year 1, 2nd half of cost year 2 – upon completion of pool season
- New signage installed – rules and what we want lifeguard staff to enforce
- Status of iPad – cracked screen – replacement screen or new device, a better way to store or display the iPad – Conner Lewis to investigate
- **San Jose Water Company**
 - No Project Updates
 - Phase 4 for Lower Madrone – planning phase currently in progress
- **Miscellaneous**
 - RESA has renewed our RESA PUG (Propane Users Group) pricing agreement with Ferrellgas Inc.
 - For more information visit our website or contact Lora Brazil @ (831) 227-6567
 - Please maintain your properties road edges and drainages to be free of grass and tree debris
 - Remove leaves and other tree debris from your roof and gutters and ensure tree branches are trimmed away from chimney pipes.
 - Please do not blow your leaves into the roadways and drainages.
 - Take advantage of Green Teams’ multiple yard waste bins.
- **New Business and Public Comment**
 - **Public Comment:**
 - **Yiwei Wang**
 - Contact established with Cheryl Hargrove around landscaping with native plants
 - Can this be done on RESA properties?
 - Jennifer Throssell – there is budget for community driven beautification
 - RESA put money aside - haven’t specified exactly how it would be spent
 - Priority list has been made, new proposals not on current list may be pushed to next year
 - Other community members may have connections with volunteers and professionals
 - Proposal would be to reduce watering and increase native habitats
 - Matt Nelson – replace ivy behind Pavilion with native plants
 - Not sure what plants but consulting with landscape professionals
 - Judy Quigley – area behind Pavilion never gets enough sun for successful garden
 - Think about cost and what we want – safe and visually pleasing is ideal
 - Pete Heller – community involvement or hire landscapers?

- Hire landscapers to remove old ivy and invasive plants
 - If planting is easy – can have an event – not always the season to plant things
- Jennifer Throssell – to make it more interesting to community – have an event – be involved
- Matt Nelson – more detailed proposals are more likely to be implemented faster
- Jennifer Throssell - struggled to get volunteers for events – incentive (volunteer organization as part of the proposal)
- Judy Quigley – RESA throws events – but then we need volunteers – small proportion of people that show up to events
- **New Business:**
 - Pavilion / Pool Camera Security System
 - Discussion around options available (features, pricing), locations (Pavilion [inside and outside] and pool), justification (facility vandalization, burglars, etc.), and implementation plan.
 - Decided to purchase Eufy brand system, see HOW it works, decide IF it meets our needs, pool building first, Pavilion if evaluation is positive
 - Facility door codes – individuals are responsible for their own codes; still responsible if the code is given out
 - Should be disabling codes when people move from community
 - RESA may want to obsolete all codes and build up new database moving forward
- **Old Business**
 - No Business Presented
- **Adjournment**
 - Motion to adjourn by Jennifer Throssell, seconded by Pete Heller.
 - Meeting Adjourned at 8:33 p.m.
- **Executive Board Meeting**
 - Executive Session called to order at 8:38 p.m.
 - The following topics were presented and discussed:
 - Lot lease contract discussion
 - Personnel planning
 - Board responsibilities
 - Transfer of President role from Jennifer Throssell to Brian Krupp, Jennifer Throssell will assume Secretary role
 - Executive Session adjourned at 9:04 p.m.

Respectfully submitted by Secretary Brian Krupp