

Redwood Estates Services Association
Monthly Board Meeting
August 19, 2026

Meeting called to order at 7:08 p.m. Location: The Pavilion at Redwood Estates

- **Determination of Quorum**

- Quorum was met with the attendance of: President Brian Krupp, Treasurer Pete Heller, Secretary Jennifer Throssell, Director Matt Nelson, Director Judy Quigley
- Also in attendance: Operations Manager Conner Lewis, Office Manager Cheryl Hargrove
- On Zoom: Member Riley Caldwell-O'Keefe

- **Approval of Agenda**

- Motion to approve the agenda was made by Pete Heller, seconded by Judy Quigley.
 - Agenda Approved

- **Approval of Minutes**

- Motion to approve July 15, 2026 minutes was made by Pete Heller, seconded by Judy Quigley.
 - Minutes Approved with minor typo correction and delinquent account numbers added

- **President's Report**

- **Roads**

- Discussion
 - Construction contractor, MaxiCon, able to start work this month if the contract is signed and payment received. Initial work is not dependent on staking or retaining wall work, would be mobilization of equipment and materials.
 - Surveyors committed to staking retaining walls. Agreement signed. Separate from construction company work and agreement. Staking to start September 3rd.
 - Communication to targeted neighbors this month, and broad community communication to be included in monthly mailers in September.
 - Will request consent forms from members directly impacted by materials staging on their property.
 - Lindbergh Drive - Geotechnical review in progress, expect to submit for permit by end of August.
 - Construction not expected to begin until Santa Ana Rd repair is complete.

- **Government Agencies**

- Cal OES
 - No Category Z costs will be reimbursed

- Denied reimbursement for disaster relief for road repair reimbursement. RESA legal counsel contacted for advice on pursuing 2nd appeal

o **Community**

- Pool Party and RESA 100 year celebration
 - Great turnout, over 150 members
- Pool schedule sent out for remainder of regular season. Possible to extend to end of September, staff availability and weather permitting.
- Next and final RESA event for the year is Halloween Trunk or Treat
 - Location and details to be finalized and then communicated. Volunteers encouraged, please contact the Office Manager to sign up!
- Legal fees accepted for $\frac{2}{3}$ reimbursement.
- Ongoing property cleanup improvement activities include office cleanup, dilapidated shed demolition, overflow parking area.
- Tractor sale pending

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

o **Monthly Financial Report**

- Income at 88% of YTD Budget
 - Assessments 116%
 - Recouping delinquent payments (\$17,500) has contributed to being above target
- Expenses at 61% of Plan (YTD Budget)
 - Detail

o **Delinquency Report**

- 31-60 day delinquencies –ZERO accounts
- 91+ day – 6 accounts
- Assessments Recouped: July - \$3,200; \$17,5000 YTD

o **Banking and Cash**

- Bonus for 90 day deposit of \$2,500 to be received next month from BMO
 - After that Reserves funds will be moved back to AXOS bank

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

o **Firewise Activities**

- Please visit the RESA / Firewise website to update your Hazardous Fuels Reduction efforts, or visit <https://forms.gle/7DnsLzTKj6BtVKpY6>

o **Office Manager Updates**

- Updates to assessment payments policy proposed. Discussion held for New Business agenda topic
- SJWC
- Dole Way property lease on Summit began August 1st with 2 month term with possibility of extension

o Operations Manager Updates

- New Window in Pavilion
- 4 loads of junk hauled from parking garage
- Tractor sale in process
- Inspection company consulted for water pooling and water damage under the Pavilion. Mitigation and repair options to be evaluated before proceeding with resolution actions.
- Shed demolition in progress and resulting vacated area will be prepped for additional parking.
- American Red Cross came to their shed of staged equipment/materials and communicated interest in abandoning the contents.
- Window Tinting project will be moving forward

▪ Office

- Updates to P&P 2. Monthly Assessment and Delinquency Management Policy
- · *Electronic Payment Surcharges:* ACH 1% (max \$15/transaction) to take effect January 2027 (discussed in June Board Meeting).
- · *Bounced Payment Surcharge:* \$25 fee passed onto member for any bounced payments (check, credit card, ACH) – to be discussed in New Business in August meeting.
- · *Communication:* Relay in September through December mailers.
-

▪ Roads

-
- SJWC Water Main Installation
- · *Project Timeline:* Project began 7/29/26. No end date.
- · *Locations:* This project will start at the intersection of Madrone Dr. / Broadway, continue down Madrone Dr., transition onto Lee Dr., will include Rose Ct., and continue to the Lee Dr. cul-de-sac.
- · *Communication:* website, Constant Contact, direct mailing to residents of Lee/Rose have been sent. Information from L&T supplied every Friday for the subsequent week. Mid-week adjustments have been frequent. All but 2 members are enrolled in email notifications. One requested phone calls each week.
- · *Project Difficulties:* Unable to successfully detect existing water main.
- · *Lot Lease:* Lot lease officially begun as of 8/1/26.

▪ Events

- Events
- · *Brush Chipping @ the Pavilion:* Saturday, November 21st, funded by SCC FireSafe Council. Time and contractor TBD.

▪ Pavilion

- Completed Projects
- *Window Replacement:* cracked pane replaced 7/15/26. Cost: \$2,495.00
- *Shop Area Debris Removal:* Summit Hauling removed 4 truck loads of debris from shop and shop area. Cost \$3,250.00
- *Tractor Sale:* Tractor sold for \$5,000. Transfer documents in progress.
- *Building Inspection 8/18*
- Flooring:
 - Assessment: no damage to structure, foundation, or flooring material in main Pavilion area. Damage to flooring of firehouse facing entrance of office.
 - Recommendations: install awning at office entryway to prevent water damage.

- HVAC
 - Assessment: system is inoperable until drainage issue is remedied.
- Drainage
 - Option 1: French drain around entire perimeter of building. Costlier option, but no power needed for operation.
 - Option 2: dual sump pump system. Cheaper option, but reliant upon being powered.
 - Permits needed for both options.

Ongoing Projects

- *Shed Demolition:* Denali Tree Service began demolition of shed adjacent to their lot lease property on 8/14-8/15. In progress.
- *Denali Lot Lease:* Once shed demo is completed, grading to follow. Rental rate TBD.
- *Red Cross Container:* Red Cross representatives inspected container on 8/14/26 & determined contents expired. Seeking to have container removed. In communication with Red Cross representatives.
- *Window Tinting:* 12 windows on front of Pavilion. Cost: \$3,384.00.

● **New Business and Public Comment**

○ **Public Comment: None**

○ **New Business:**

▪ **Bounced Payment Fee**

- Proposal, pass on \$25 bounced surcharge to the member and institute credit transaction fee that matches expenses. This fee is separate from the late payment fee.
 - Update policy and send community communications monthly starting with the September mailers
- Vote Motion by Brian Krupp to adopt the bounced check fee in RESA policy, seconded by Pete Heller. All in favor. Motion passed.

▪ **Enforcement of no dogs in parks**

- 3 recent incidents with dog aggression in/near the parks and dogs being off leash. Per Santa Clara County ordinance no dogs in playgrounds or off leash are allowed
 - Discussed enforcement options, determined contacting County Sheriff being the appropriate current course of action. RESA will investigate options for monitoring, preventing and enforcing future violations for members and non-members.

▪ **Cell Tower Contract**

● **Road Repair Financing & Special Assessment Presentation**

- View Slideshow [HERE](#)
- Reviewed funding options to cover the ~\$1.6M in road repair projects package presented by Pete Heller. Options include SBA loan, regular loan, Construction Financing, Special Assessment(s), Increasing regular monthly assessments, Cell Tower Lease conversion to Perpetual Easement
 - SBA loan will not cover full amount needed and will delay project start

- Regular loan would have high interest rate and require increased monthly assessment ~\$180/year for 20-30 years
- Construction financing only spans ~2 years of cost deferral, would still require additional source of financing and increased monthly assessment over financing period to cover interest charges
- Special Assessment would require members to individually pay \$4,800 within 2 years either in a lump sum or split into a few payments
- Increased assessments would result in ~\$38/mo increase for 20 years and would delay construction start, by potentially several years or more risking increased project cost
- Cell Tower Lease conversion to perpetual easement generates immediate income to cover full costs with no financial impact to members
- o Vote Motioned by Pete Heller to adopt the Cell Tower Lease option seconded by Jennifer Throssell. All in Favor. Motion passed

- **Old Business**

No Business Presented

- **Adjournment**

- o Motion to adjourn by Pete Heller seconded by Judy Quigley.
- o Meeting Adjourned at 10:03 p.m.

- **Executive Board Meeting**

- o Executive Session called to order at 10:13 p.m.
 - The following topics were presented and discussed:
 - Lot lease contract discussion
 - Member incident regarding roadway damage
 - RESA communication policy
 - Executive Session adjourned at 10:48 p.m.

Respectfully submitted by Secretary Jennifer Throssell