

**Meeting of the Board of Directors  
Redwood Estates Services Association  
January 15, 2020 Minutes**

**Quorum** - Was met with the attendance of President Rick Swayne, Vice President Chris Goldsbury, Secretary John Wear, and Director at large Phil Schuyler. Also in attendance was Office Manager Mona Raby. Operations Manager Jeff Bates was absent.

**Motion to Approve Agenda** was made by Phil Schuyler, all in favor passes unanimously.

**Motion to Approve Minutes** from December 2019 was made by Phil Schuyler, all in favor passes unanimously.

**Presidents Report:** No report

**Treasurers Report:** Discussion on the end of the year financials. Discussion on budgeted legal fees. Mona to provide average legal fees from the last five years. Post office assessment is no longer being paid. Rick suggests we should pay off 100k of current loan to save on interest. Board agrees.

**Operations Manager Report:** Clarification needed on which fir trees County fire is requesting to remove for future leech field. See attached report

- **Office Managers Report:** 2020 budget – approved. Working on one-page budget for handout
- 2020 Annual meeting – March 15, 2020
  - Agenda item request and 2<sup>nd</sup> call for candidates to go out
  - No nominations at this time
- Please remember to leash and clean up after your dogs around Redwood Estates
  - No dogs allowed in the parks and playfields
  - Please do not leave broken toys at the parks
- Please bring in garbage cans after pick up off roads – our roads are too narrow to leave on road edge
- Working on event dates for 2020
- Working on Fire wise workshop dates for residents
- Lee drive cut off from garbage pickup at homes – Green team working on location for those 8 residents to have garbage pick up
- Investigated new phone service – comcast will be cheaper and the centrex (dial 9 to get out) will be removed. Cost savings \$50.00 per month. Still working on efax and if we can eliminate a phone line.
- Working on company year end
- Working on delinquent accounts
- Updated the bulletin boards
- Updated the RESA website
- New copier working, new folder stuffer machine is great and a time saver

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- 3 homes in escrow, 2 closed escrows last month
- SJWC forgot about the property taxes on lot sale on locust parcels. To be reimbursed by SJWC for Dec. payment on apn 544-40-004 and 544-40-005
- WIP – Business property statement for Ca.
- WIP – use tax
- WIP - To bill SJWC for Franchise fee and to bill lot owner's annual assessment
- New office credenza for electronics (old one was taken over by folder/stuffer
- WIP – Pavilion deck to be repaired – get estimates for deck boards only
- Cleaning the office – moving 80 years minutes to the cell tower

**New Business:** None

**Old Business:** Lee Dr. trash pickup is in jeopardy.

**Motion to Adjourn** by Rick, all in favor. Meeting adjourned @ 9:07pm.