

**Meeting of the Board of Directors
Redwood Estates Services Association
May 20, 2020 Minutes**

Quorum – Was met with the attendance of President Rick Swayne, Vice President Chris Goldsbury, Treasurer David Hubbard, Secretary Phillip Warnecke, and Director Philip Schuyler. Also in attendance were Operations Manager Jeff Bates, and Office Manager Mona Raby. The board meeting was held via google chat due to the statewide shelter in place order.

Motion to approve the agenda made with no objections and with the addition of new business for Mona regarding discrepancies in our billing and checks

Minutes: Question about getting 5300k from SJW.

-We were charged for a water hook-up and then we received this amount as a refund.

Then Approved with no objection

President's Report:

New temporary Firehouse may need a fire sprinkler in the housing before the fire crew can move into the dwelling unit.

Treasurer's Report:

- Question about Line 56 having a minus number. c
 - -Transferring to the new copier resulted in a credit which will be used to pay the bill moving forward
- Question why the professional services was almost used in full
 - --this resulted from having our taxes done. It is a one-time charge.
- Chris addressed the AR Report and the total overall is shrinking. Mona described that some payments are coming in and that the time of the report makes a difference.
- Suggestion to send the AR report to the board just before billing goes out which will give a better snapshot instead of middle of the month.
- Some seniors have applied for a reduced assessment

Operations Manager's Report:

Roads / Projects: (No Report)

- The Community Road Edge trimming project began at La Verne and is headed towards the store. Jeff is noting areas missed

Drainage:

- Nothing new

Pavilion: (No Report)

- Try to lease the parking lot for 15k to compensate for our 2020 budget
- Mona questioned why we wouldn't lease it for more than 15k
 - Answer: we project about 15k or less as a result of reduced business from Covid 19.
- County Fire will be asked to pay for the use of the upper parking lot to park personal vehicles and the fire trucks

- We are currently game-planning to see if there is a way to continue holding events at the Pavilion while leasing out some of the Parking Lot to our Fire Dept.
- For now, it is unclear exactly how much space the FD needs in our upper parking lot as they are discovering that the lower lot isn't large enough to accommodate housing, fire trucks, and personal vehicles.

Playgrounds:

- Jeff received a quote and the new upper playground gate should be installed in 2 weeks.
- Getting fall-zone material fixed
- Request by Chris to get a new basketball net installed in upper playground
- All working and fully sanctioned items will be returned to the playground.
Unsanctioned and broken items will not return to the playground.

Pool / Building Project:

- Approval for Septic Sign off should happen tomorrow.
 - After which, Nick will call for the pool building sign off.
 - Questions about how to open the pool with respect to county guidelines.
 - Motion by Phil S to discuss opening the pool as new business.
 - Make availability based on street lived on or days of the week.
 - Make avail for 45mins and disinfect for next 15mins.
 - Limit the pool house to 1 restroom and sanitize between each use, hourly, or daily.
 - County deems our Pool as being under the guidance of County regulations as a result of it not being directly in someone's backyard
 - Mona has made some communication and will make more with area pools to learn County guidance and usage.
 - We may also need to contact environmental health regarding usage
 - This document is also being taken into consideration
 - <https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html>
 - Phil Schuyler will also contact local pools to learn their practices moving forward.
 - Large interest from the whole board to find all possible ways to open our pool to our residents including letting one family in at a time.
 - Some life-guards are certified through June.
 - Pay the life-guards to build the pool furniture.
 - Motion by Rick to have one follow-up meeting on this sole topic assuming we get the pool and pool house fully signed off.
 - Second by Phil Warnecke

SJWC: (No Update)

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Misc:

- 2020 Brush Chipping Dates are Saturday and June 6, 8:00 to 3:00
 - Pushed 30mins as result of early morning noise complaint from resident
- About 116 truck loads completed in April

- Cal Fire /Cal Trans Highway 17 Hazardous Fuel Project: (Was on Hold due to COVID-19, now underway for eight days)
 - For project updates / info visit: <https://sccfiresafe.org/projects/sr-17-firesafe17-com>
 - Should be completed on 5/28
- New business--neighbor sent letter to the board wanting a tree trimmed or removed over crowding of the street and potential safety issues
- Jeff will contact Corey to get a contract to expand the roadway. Hopefully in the next 2 weeks.
- Phil Schuyler inquiry about rumors of large events to occur in our parking lot in the near future.

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“Ferrellgas Propane “RESA Propane Users Group” pricing discount. Contact Bryan Heath via phone (831-227-6567) or e-mail BryanHeath@ferrellgas.com

Office Manager’s Report

Home sales have slowed down.

- Homeowner trying to sell house with no parking.
- Complaints about neighbors and dog poop.
- Someone circulated a list of neighbors’ contact information on car windshields.
 - Make some attempt to communicate; this is not a board-sanctioned action.
- Trash pickup has returned on Lee Drive but still has little turn around space
- Mona is working on the Pool info to send out to the community.
- Balance on pool loan down to 158k
- Income for this month is decent
- We got some people off the 90-day list
- Request by Mona for special assessment (or assessment cancellation?) between Dec 16-31 to bring the billing cycle to the start of the month.
- New business
 - US Bank and CIT (related to the new copier) will not let go of late fees.
 - We will need to pay these in full to avoid further late fees.
- Need for board members to get to the office to sign checks within 48hrs.
- Dave Hubbard and Phil W volunteer to be the regular signers of future checks to obtain faster turn around time and avoid any unnecessary late fees.
- Realtors should start showing houses soon.

Motion to Adjourn was made by Rick Swayne at 9:00pm with no objections