

**Meeting of the Board of Directors
Redwood Estates Services Association
September 16, 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 concerns regarding Sars Covid-19.

- **Motion to approve the Minutes from July**

Motion was made by Chris Goldsbury, with a second made by David Hubbard, and with no objections

- **Motion to approve the agenda**

Motion was made by Philip Schuyler, with a second made by Chris Goldsbury, and with no objections

- **President's Report –President Rick Swayne**

- Firehouse Project Update

- They are nearing county approvals to tear down the old Firehouse
- They first need to connect utilities to the temporary habitation in order to move in the firefighters
- Overall Project expected completion by late next year

- **Fire Wise Report**

- Fire Wise Report

- Ongoing efforts are being made to meet our Firewise goals for 2020
- It was suggested to do further tree trimming to prevent any potential obstruction to egress in the event of an emergency evacuation.
 - We have an easement that will allow us some access to potentially hazardous trees and are willing to request permission from property owners to gain any further access as needed
 - We should look into available funding from Firewise to help fund this potential tree trimming.
- According to the battalion chief's inspection of redwood estates it would be beneficial for all" community members to post visible 4 inch reflective address numbers on each home. This benefits the homeowner as well as emergency personnel who may be trying to access a specific address.
 - We will provide information to our community members regarding the recommended type of street numbers to use and where to locate them

- We are also putting out a google form where homeowners can submit their brush clearing efforts. All of this effort counts toward the future renewal of our Fire Wise certification.
- There is an expressed interest in thinning out the brush on the lot at the top of the neighborhood.
 - We will look into available Firewise funds for this project as well
- We agree to add Firewise updates as a separate report for our monthly meetings.

Treasurer's Report

- Budget
 - Mona is making double payments on the loan as agreed
 - Some online payments have been established
 - The board is still challenged by fees from our old copier lease
 - We continue to pay for insurance and taxes on it while it sits in a warehouse.
 - Mona states that she did request a payout of the old lease but that she was misinformed by the company providing the lease and that our payout did not cover the taxes and insurance

● **Operations Manager's Report – Jeff Bates**

Roads / Projects:

- Lee Dr: Saturation repairs and drainage upgrades to be completed this week.
- Geraldine Ct: Saturation repairs and drainage upgrades to be completed week ending September 27, 2020.

Drainage:

- Woolaroc Dr. at Bayview Dr: The under-roadway metal culvert pipe has deteriorated and will be replaced by week ending September 27, 2020.

Pavilion:

- No Report:

Playgrounds:

- Please remember that dogs are not allowed in our playgrounds or grass lawn areas.
 - Santa Clara County ordinances require that all dogs be on a leash.

Pool:

- Mona to update Fall pool hours.
- Pool is open under Santa Clara County COVID-19 Protocols.
 - Six persons in the pool water at one time.
 - All persons over the age of six (6) years of age are required to wear a mask when not in the pools water.
 - Reservations must be made in advance at <https://resa.skedda.com>

SJWC: (No Change)

- Projects scheduled to be completed in 2020:
 - Replace 3,760 ft. water main with 8” pipe serving residences of Locust Dr., La Salle Dr., Mt. View Ct., Judith Ct., Laverne Dr., and Patricia Ct.
 - Replace 1,970’ with 12” pipe from Pavilion to Beatrice Circle Reservoir.
- 12” Main installation from Locust to Tank Farm (No scheduled start date).

Misc:

- Old Santa Cruz Highway Hazardous Fuel Reduction Project:
 - Project is managed by Santa Clara County FireSafe Council
 - Project scheduled to begin early October 2020.
 - Visit sccfiresafe.org for more information
- County Fire’s New Building: (No Update)
 - Project has just received County Approval.
 - Board of Supervisors to Approve Project expenditures.
 - Construction Bidding to be out on October 1, 2020
 - Construction forecasted to begin January 4, 2021
- “Ferrellgas Propane “RESA Propane Users Group” pricing discount. Contact Bryan Heath via phone (831-227-6567) or e-mail BryanHeath@ferrellgas.com
- Met with SAFE on 17. Jeff provided the PIO with our 4 items to be addressed
 - Guard Rail installation at NB SR17 on ramp (committed)
 - Install two (NB & SB) No Semi-Truck Access signs posted on SR17 into Redwood Estates entrances (committed).
 - Hard Closures on SB SR17 be set up at Bear Creek Rd., not Madrone Dr.
 - Relocate Constant Messaging Sign (CMS) from SB SR17 @ “Cats Restaurant” to Hamilton Ave Overcrossing to allow additional time for traffic to choose alternate route when SR17 is closed.
- We ask Jeff to request that the Fuel Reduction Project make efforts to minimize road obstructions for our residents on Oneda Ct.
- Poolhouse Security
 - we have installed the code locks but are still waiting for the master code needed to provide residents with unique codes
 - We are still offering toilet access during non-pool hours.
 - Jeff agrees to
 - find shutoff valves for the showers
 - pricing options for security cameras at the pool
 - schedule to get the master code set up for the pool lock
 - Philip S agrees to
 - look into finding a microwave repeater in attempts to provide internet access at the pool.
- There is some interest in getting shade structures at the pool as the umbrellas have a short lifespan
 - Chris will provide a quote from an acquaintance who builds professional shade structures.

- Initial thoughts suggest this may be more efficient than replacing the pool umbrellas every few years.

- **Office Manager's Report – Mona Raby**

- 2 homes in escrow. 2 home sold
- I have gotten several members on auto pay in the last 60 days.
- Working on getting docs ready for the PPL loan non payback
- 3 vendors are now on auto pay. These are reoccurring from our banking establishment with our control using our bill pay. They will send me alerts when the bill is going to be paid. I will put them all on the same auto pay date and email the board copies.
 - These are bills that are the same amount every month.

Members Annual Meeting 2021

March 14, 2021 is the attentive date. Please check your calendars to make sure you are available.

- Ordering tax roll to update owners and all properties own in Redwood Estates
- Please let me know if you are not re-running for your seat on the board as I am preparing the Annual meeting forms. At this time, we have three seats open. Rick Swayne and Phil Schuyler have served 6 years and will be leaving the board. Chris Goldsbury will be completing his second 2-year term and may be reelected for one more 2-year term..
- Nomination forms to be available next month.

Recreation

- Parks remain closed (climbing structures, tables etc.) posted at each park
- Reservations for goody bags for kids Halloween gift is underway.
- No Adult Halloween party this year.

Pavilion

- New pavilion cleaner is great.
- Wedding parties looking at venues again, 2021 will be busy as they all had to postpone a year.

Pool

- Pool hours have changed to Monday, Wednesday and Friday 12 to 7pm, Saturdays and Sunday 12 to 6pm. Pool continues to close due to air quality or PGE outages. Members still want us to keep the pool open as long as we can. We are scheduled to stay open through the end of September. We may go into October depending on the weather and member attendance.

- Average daily pool attendance is approx. 40 to 45 persons. Water has dropped a few degrees on an average its 77
- Spoke to staff about continuing the pool brushing as the warmer temp is here.

Member Comments

- One community member suggested we post our meeting on Youtube.

- **Motion to Adjourn** was made by Rick Swayne at 9:03 pm with no objections