

FIRST WALNUT CREEK MUTUAL**BOARD OF DIRECTORS REGULAR MEETING****Friday, February 28, 2025 at 10:00a.m.****Meeting is Conducted In-Person and Virtually****Creekside Clubhouse – Club Room**

1010 Stanley Dollar Drive, Walnut Creek, CA 94595

Join Meeting Virtually

To view the meeting on your computer, iPad, or smart phone, residents should log-in to <https://rossmoor.zoom.us/j/87004925906> or use the Meeting ID: 870 0492 5906. You will see a few prompts to click on such as allowing “the page to open zoom.us,” “join with video,” and “join with computer audio.” Be sure to have your computer speakers turned on.

If residents just want to hear the deliberations, they can dial (669) 444-9171 on any phone, and they will be prompted to enter the Meeting ID: 870 0492 5906.

For technical support to join a meeting, contact (925) 988-7627 or Support@rossmoor.com.

AGENDA**1. Call to Order****2. Roll Call of Directors**

Young Chung – President – District 3
Peter Catalano – 1st Vice President – District 4
Kevin Dowling – 2nd Vice President – District 2
Peggy Kaiser – Treasurer – District 5
Jean Autrey – Secretary – District 1

Mutual Operations Staff

Jeroen Wright – Director of Mutual Operations
Todd Arterburn – Chief Financial Officer
Dave Peakes – Building Maintenance Manager
John Tawaststjerna – Landscape Manager
Victoria Thomas – Board Services Coordinator

3. Members’ Forum

All members are invited to address the Board with questions, comments, and suggestions. The Board does not directly answer questions posed by speakers during the Members’ Forum but does hear the viewpoints and ideas presented and considers them as they act during the meeting. Comments are limited to three minutes per member.

4. Consent Calendar

- a. Board of Directors Special Meeting Minutes – January 10, 2025
 - b. Board of Directors Executive Session Meeting Minutes – January 10, 2025
 - c. Board of Directors Regular Meeting Minutes – January 24, 2025
 - d. Board of Directors Executive Session Meeting Minutes – January 24, 2025
- Recommendation: The Board of Directors approve the Consent Calendar.*

5. **Treasurer's Report** – *Peggy Kaiser*
 - a. Treasurer's Report
Recommendation: The Board of Directors certifies compliance with Civil Code §5500.
6. **Mutual Operations Reports** – *Jeroen Wright/Dave Peakes*
 - a. Fleece Construction Proposal for Rockledge Entry 6 Hazardous Sidewalk Replacement
7. **Chief Financial Officer's Report** – *Todd Arterburn*
8. **Landscape Manager's Report** – *John Tawaststjerna*
 - a. Golden Rain Entry 7 & 8 Erosion Control
 - Brightview Proposal \$4,182.98 for landscape and \$5,398.75 for drainage
Recommendation: The Board of Directors approve the Brightview proposal in the amount not to exceed \$4,182.98 for landscape rehab from the landscape rehab reserve account.
Recommendation: The Board of Directors approve the Brightview proposal in the amount not to exceed \$5,398.75 for drainage from the drainage reserve account.
 - b. Rockledge Entry 7 Erosion Control
 - Brightview Proposal \$7,346.37 for drainage.
Recommendation: The Board of Directors approve the Brightview proposal in the amount of not to exceed \$7,346.37 for drainage from the drainage reserve account.
9. **President's Report** – *Young Chung (or Peter Catalano in Chung's absence)*
10. **Committee Reports**
 - a. Budget and Finance Committee Report – *Paul Moderacki*
 - b. Landscape Committee – *Vacant*
 - c. Capital Projects Committee – *Mike Sund*
 - d. Social Engagement Committee – *Vacant*
11. **New Resident Orientation** – *Jerry Priebat*

Next Orientation Meeting: The next meeting scheduled is on March 11, 2025 at 10:00 a.m. in the Bunker Room at the Creekside Clubhouse.
12. **Unfinished Business**

Action Items

 - a. Adopt Proposed Amendments to Policy 25.0 – Voting and Election Policy – *Peter Catalano*
Recommendation: The Board of Directors adopt proposed amendments to Policy 25.0 Voting and Election Policy.
 - b. Revise Visibility Contract – *Peggy Kaiser*
Recommendation: The Board of Directors authorize Young Chung to sign the contract on the Board's behalf.

- c. Consider Nice Cans to Clean Organic Cans on a Regular Basis – *Peggy Kaiser*
Recommendation: The Board of Directors to approve a contract with Nice Cans to clean the green organic bins on some regular schedule.

13. **New Business**

Action Items

- a. California Printing Invoice
Recommendation: The Board of Directors approve the California Printing Invoice.
- b. Authorize Treasurer to Forgive Accounts Receivables Less Than \$400 – *Peggy Kaiser*
Recommendation: The Board of Directors authorize Treasurer to forgive accounts receivables less than \$400.
- c. Write Off on 23 Accounts Totaling \$(1,334.41) – *Peggy Kaiser*
Recommendation: The Board of Directors approve to write off 23 accounts totaling \$(1,334.41).
- d. ECHO – *Peggy Kaiser*
Recommendation: The Board of Directors approve the contract with ECHO for the full membership of 1,878 members.
- e. Budget and Finance Committee Appointment Procedure Resolution – *Paul Moderacki*
Recommendation: The Board of Directors approve Budget and Finance Committee Appointment Procedure Resolution.
- f. Authorize Porter & Lasiewicz to file tax returns needed to reinstate FTB status – *Peggy Kaiser*
Recommendation: The Board of Directors approve Porter & Lasiewicz to file tax returns needed to reinstate FTB status and authorize Peggy Kaiser to sign the agreement on the Board's behalf.

14. **Informational/Discussion Items**

- a. Republic Services Replace Dirty Equipment for Clean Equipment – *Peggy Kaiser*
- b. By-Laws- Review latest comments from attorney
- c. Use of smoke detection equipment in alleged smoking violations
- d. Procedures for follow up on manor transfer issues
- e. Civil Code 4041 – *Peggy Kaiser*
- f. Escalating cost to send required Notices to members via US Mail – *Peggy Kaiser*
- g. How to choose a parliamentary procedure in order to comply with Bylaws and Civil Code – *Peggy Kaiser*

15. **Announcements** – The next meeting scheduled is the Board of Directors Regular Meeting on March 28, 2025 at 10:00 a.m. at the Event Center in the Donner Room as well as virtually.

16. **Adjournment to Executive Session** – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures.