

**FIRST WALNUT CREEK MUTUAL****BOARD OF DIRECTORS REGULAR MEETING**

**Friday, October 24, 2025 at 10:00a.m.**

**Meeting is Conducted In-Person and Virtually**

**Event Center – Donner Room**

1021 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/85013639369> or use the Meeting ID: 850 1363 9369. You will see a few prompts to click on such as allowing “the page to open [zoom.us](https://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) 900-6833 on any phone, and they will be prompted to enter the Meeting ID: 850 1363 9369.

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

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**AGENDA**

1. **Call to Order**

2. **Roll Call**  
**Directors**

Young Chung – President  
Mike Sund – 1st Vice President  
Vacant – 2nd Vice President  
Kevin Dowling– Treasurer  
Peggy Kaiser – Secretary

**Rossmoor Property Management**

Jeroen Wright – Director  
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 Regular Meeting Minutes – September 26, 2025
- b. Board of Directors Executive Session Meeting Minutes – September 26, 2025
- c. Board of Directors Special Meeting – October 6, 2025
- d. Board of Directors Annual Members & Organizational Meetings – October 7, 2025

*Recommendation: The Board of Directors approve the Consent Calendar.*

5. **Executive Session Meeting Summary**

- Executive Session Meeting on September 26, 2025
  - The Board met to discuss Board Matters.

6. **President's Report** – *Young Chung*

7. **Treasurer's Report** – *Peggy Kaiser*

- a. Treasurer's Report

*Recommendation: The Board of Directors certifies compliance with Civil Code §5500 for August financial statements.*

8. **Director's Report** – *Jeroen Wright*

9. **Chief Financial Officer's Report** – *Todd Arterburn*

10. **Building Maintenance Manager's Report** – *Dave Peakes*

11. **Landscape Manager's Report** – *John Tawaststjerna*

- a. Bid pending approval on 1441-1457 Oakmont Entry 10 Monterey Pine removal in the amount of \$6,750 from the Reserves Account.

*Recommendation: The Board of Directors approve the contract to remove a Monterey Pine in the amount of \$6,750 from the Reserves Account.*

- b. Bid pending approval on Rockledge Entry 6 yearly pruning in the amount of \$7,980 from the Reserves Account.

*Recommendation: The Board of Directors approve the contract for pruning in the amount of \$7,980 from the Reserves Account.*

- c. Bid pending approval on Tice Creek Entry B seating area in the amount of \$11,556.77 from the Reserves Account.

*Recommendation: The Board of Directors approve the contract for seating area in the amount of \$11,556.77 from the Reserves Account.*

- d. Bid pending approval on District 1 plant replacements in the amount of \$5,610.78 from the Reserves Account.

*Recommendation: The Board of Directors approve the contract for seating area in the amount of \$5,610.78, \$11,556.77 from the Operating Account.*

12. **Committee Reports**

- a. Budget and Finance Committee Report – *Paul Moderacki*
- b. Landscape Committee – *Committee Chair Vacant*
- c. Capital Projects Committee – *Committee Chair Vacant*
- d. Social Engagement Committee – *Maria Keating and Brenda Wilson*

13. **New Resident Orientation** – *Kevin Dowling*

Next Orientation Meeting: The next meeting scheduled is on November 21, 2025 at 10:00 a.m. in the Bunker Room at the Creekside Clubhouse.

14. **Old Business**

**Action Items**

- a. Proposed Amendments to the Bylaws.

*Recommendation: The Board of Directors approve the proposed amendments to the Bylaws.*

15. **New Business**

**Action Items**

a. 2026 Reserve Study

b. 2026 Proposed Budget – *Jeroen Wright*

*Recommendation: The Board of Directors approve the proposed 2026 Budget.*

c. Proposed Enforcement Policy and Schedule of Fines – *Young Chung*

*Recommendation: The Board of Directors approve the proposed amendments to the Enforcement Policy and Schedule of Fines.*

16. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting on November 21, 2025 at 10:00 a.m. at the Event Center in the Donner Room as well as virtually.

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