

**BOARD OF DIRECTORS REGULAR MEETING**

**Friday, January 23, 2026 at 10:00 a.m.**

**Meeting was Conducted In Person and Virtually**

**Event Center – Donner Room  
1021 Stanley Dollar Drive, Walnut Creek, CA 94595**

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**MINUTES**

1. **Call to Order**

Chung called the meeting to order at 10:00 a.m.

2. **Roll Call  
Directors**

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

**Rossmoor Property Management**

Dave Peakes – Building Maintenance Manager  
John Tawaststjerna – Landscape Manager  
Victoria Thomas – Board Services Coordinator

3. **Members' Forum**

Members were afforded an opportunity to address the Board for up to 3 minutes. Comments were:

- Rockledge yard – complaints about noise and vendors using it, requested to see the fire department's inspection report when the yard was inspected, opined that the Rossmoor should match the City of Walnut Creek's noise ordinance, heavy traffic with large trucks, and deliveries by large trucks.
- Thanks were given to the Board for their volunteerism.
- Carports are too dark and lighting is needed at the end of carports.
- Requested for better signs.
- Handyman service contract – Staff replied that Rossmoor does not manage the handyman contract.
- Opined that Staff needs more training on property tax assessments, as inaccurate information is currently being provided to members.
- Opined that Staff at the Work Order Desk need more training.
- A general notice of the agenda was not emailed in a timely manner to the seven members who have requested to receive it.
- Unaware of sink repairs and handyman tasks.

4. **Consent Calendar**

- a. Board of Directors Regular (ACC) Meeting Minutes – December 2, 2025
- b. Board of Directors Executive Session Meeting Minutes – December 3, 2025
- c. Tabulation Meeting Minutes – December 9, 2025

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- d. Board of Directors Regular Meeting Minutes – December 12, 2025
  - e. Board of Directors Executive Session Minutes – December 12, 2025
  - f. Board of Directors Regular (ACC) Meeting Minutes – January 6, 2026  
Topic Deferred
5. **Executive Session Meetings Summary**
- Executive Session Meeting on November 12, 2025
  - Executive Session Meeting on November 14, 2025
    - All meetings discussed: litigation, matters relating to formation of contracts, member discipline, personnel matters, meeting with individual member(s) regarding payment of assessments, payment plans, and/or attorney/client privileged communications.
6. **Treasurer’s Report** – *Paul Moderacki*
- No report as the Board has not received financials since November 2025.
  - There were errors made in the Mutual’s Annual Disclosure booklet.
7. **Director’s Report** – *Jeroen Wright*  
No Report
8. **Chief Financial Officer’s Report** – *Todd Arterburn*  
No Report
9. **Building Maintenance Manager’s Report** – *Dave Peakes*  
Carpentry/Paint Rehab Work  
The carpenters have finished up the remaining buildings from the 2025 rehab. program and are now initiating work on the 2026 rehab. schedule. They are currently working on bldg. 3317 Golden Rain Rd. then heading to 3301 Golden Rain Rd. Painters are following behind. I have attached FWCM’s 2026 Carpentry/Painting/Deck Coating schedule. The buildings are done on a 10 year cycle.
- OAKMONT Dr. Entry 2  
Water service was interrupted at multiple entries on Oakmont Dr. to repair a leak on a domestic water line outside of bldg. 1109. A few days after the repair, an additional leak showed at a coupling in the proximity of the initial repair which required a second shut down. The repair was made yesterday and will be monitored for a few days before filling in the trench.
- Carport Inspections  
I reached out to and obtained a bid from Jim Hogue of Hogue Roofing Consultant to do inspections of the carport stalls in FWCM. He has provided this service for FWCM in the past (2017 and 2023). He will identify units with excessive clutter, expired license plates and vehicles that are being plugged in for electricity.  
Topic Deferred
10. **Landscape Manager’s Report** – *John Tawaststjerna*
- Projects completed are: ivy removal, weed abatement, lawn conversation in Entries 5 and 12, and a seating area installed in Entry 1.
  - Tree pruning will begin in February, starting with Entry 1.
  - Landscape Committee meets monthly on the first Wednesday at 10:30am in MPR 3.

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

- RWC Management Agreement Taskforce continually meets to review the agreement for necessary amendments.
- Pathway between Entries 14 and 26 is degrading. Board needs to determine whether to keep or remove.
- Gauthier threatened to leave Rossmoor if they cannot use the Rockview yard.
- Upgrading the electric panels continues.

**12. Committee Reports**

a. **Budget and Finance Committee Report** – *Jean Autrey*

Committee meets on the third Tuesday of the month, Meetings are virtual. Login information is posted in the Rossmoor newspaper.  
Accounts Receivable analysis will be conducted with Staff.  
Reviewed the November financials. Audit has not been posted.

b. **Landscape Committee** – *Committee Chair Vacant*

No Report

c. **Capital Projects Committee** – *Committee Chair Vacant*

No Report

d. **Social Engagement Committee** – *Marcia Keating*

The Social Engagement Committee has 25 committee members. The committee meets the first Monday of the month in the Garden Room, Dollar Clubhouse.

The Social Engagement Committee met on Friday, January 9, 2026.

Reviewed December 2025 Holiday Potluck

- a. Need a RSVP program to get a better count of attendance. Attendance was about 110. The SEC will see if it is possible to use the “MyRossmoor” site to process tickets sales for the FWCM community events.
- b. December 2026 Potluck: Because there are so many Rossmoor parties and events in December, the SEC has decided to move the December 2026 Holiday Potluck to mid January 2027.

Discussed SEC Roles: The SEC has openings for the following roles: Secretary, Treasurer, Communication/Advertisement, and Event Leader. This will be discussed further at the February 2026 meeting.

2026 Monthly Game Night: The Card Rooms 1 & 2, Dollar Clubhouse were the only rooms available on the first Wednesday of each month. These rooms are located upstairs. There is no elevator for residents who cannot climb the stairs. Therefore a new room request for the first Tuesday of each month has been submitted to Room Reservations.

The next SEC meeting will be held on Monday February 2 at 1:30 p.m. in the Garden Room, Dollar Clubhouse.

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

Next Orientation Meeting: The next scheduled meeting is on February 20, 2026 at 10:00 a.m. in the Bunker Room at the Creekside Clubhouse.

14. **Unfinished Business**

**Action Items**

There were none

15. **New Business**

**Action Items**

a. 2026 Shared Deductible Agreement  
Topic Deferred

b. Proposed Enforcement Policy and Schedule of Fines – *Young Chung*  
Topic Deferred

c. Proposed Amendments to the Assessment Collection Policy – *Young Chung*  
Topic Deferred

d. Maintenance Policy – *Young Chung*  
Topic Deferred

e. Pilot Project for Electrification/Electric Vehicle Charging  
Topic Deferred

f. ECHO Membership Renewal Invoice  
Topic Deferred

16. **Informational/Discussion Items**

a. Participation in the RWC Management Agreement Task Force – *Young Chung*  
Topic Deferred

b. Elimination of all Gas Appliances – *Mike Sund*  
Opined to eliminate the use of gas appliances in the Mutual. California state mandates eliminating fossil fuel appliances. May need to amend the Alterations Policy.

c. Rockledge Lane Yard Update – *Young Chung*  
No discussion

d. Golfcart Charging Policy – *Young Chung*  
No discussion

e. Parking Policy / Electric Vehicle Charging Policy – *Young Chung*  
Topic Deferred

f. Alterations Policy – *Young Chung*  
The policy is currently being amended and will be brought to the Board for review.



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g. **Trash Policy – *Young Chung***

Members need to be more mindful of which items belong in each bin. Placing items in the wrong bin leads to contamination and increases disposal costs for the Mutual—and ultimately for all members.

17. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting on February 20, 2026 at 10:00 a.m. in the Club Room at the Creekside Clubhouse as well as virtually.

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

**Board Assistant Secretary's Certificate**

I hereby certify that the foregoing is a true and correct copy of the minutes.

*Victoria Thomas*