



## WALNUT CREEK MUTUAL TWENTY-NINE

### BOARD OF DIRECTORS REGULAR MEETING

**Monday, September 15, 2025 at 9:30 a.m.**

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

**Gateway Clubhouse – Board Room**

1001 Golden Rain Road, 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/87324619899> or use the Meeting ID: 873 2461 9899. 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: 873 2461 9899.

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**

Richard Giessner – President  
Randall Wimberley – Vice President  
David Hickey – Treasurer  
Alice Lawrence – Secretary  
Nicole Plencner – Director-at-Large

#### **Rossmoor Property Management**

Jeroen Wright – Director  
Todd Arterburn – Chief Financial Officer  
John Tawaststjerna – Landscape Manager  
Luis Duenas – Building Maintenance Manager  
Victoria Thomas – Board Services Coordinator

#### **3. Approval of Minutes**

- a. Board of Directors Special Meeting Minutes – July 16, 2025
- b. Board of Directors Special Meeting Minutes – July 30, 2025

#### **4. RWC – *Susan Hildreth*, report and to answer questions.**

#### **5. President’s Report – *Richard Giessner***

#### **6. Financial Report/Treasurer’s Report – *David Hickey***

- a. Motion for Compliance of Civil Code §5500 for Financial Reports

## WALNUT CREEK MUTUAL TWENTY-NINE

7. **Director's Report** – *Jeroen Wright*
8. **Chief Financial Officer's Report** – *Todd Arterburn*
9. **Landscape Manager's Report** – *John Tawastajerna*
10. **Building Maintenance Manager's Report** – *Luis Duenas*
  - a. Four Roof Replacements  
*Recommendation: The Board of Directors approve a bid for four roof replacements using new GE roofing material.*
11. **Committee Reports**
  - a. **Landscape Committee Report** – *Wini Biehl*
  - b. **Refuse Collection Points Committee Report** – *Nicole Plencner*
  - c. **Safety Committee Report** – *Bert & Carol Sebilis*
  - d. **Social Hospitality Committee Report**
12. **Unfinished Business** – *Richard Giessner*
  - a. EV Charging Report – *Carol Sebilis*  
*Recommendation: The Board of Directors vote to approve continuing with EV Charging Station implementation.*
  - b. Sidewalk Repair – Cost exceeded the budget of \$7,000. Total was \$11,337.  
*Recommendation: The Board of Directors approve the payment in the amount of \$11,337.*
  - c. Condensate Drain Contract  
*Recommendation: The Board of Directors approve the contract in the amount of \$11,500.*
  - d. Panel Replacement in Buildings 3136, 2700, and 2648 in the amount of \$47,000.  
*Recommendation: The Board of Directors approve the panel replacement project in the amount of \$47,000.*
  - e. Two Electric Panels were charged to Reserves not Operations.  
*Recommendation: The Board of Directors approve reversing the charge and placing it in the Operating Fund.*
  - f. Dissolve Flooring Committee
  - g. Assessment Collection Policy  
*Recommendation: The Board of Directors adopt the Assessment Collection Policy.*
13. **New Business**
  - a. Transfer funds from Operations Account to the Reserves Account.  
Fund Transfer Requirements – Civil Code § 5502  
Written Authorization to Transfer Funds. Starting January 1, 2019 Rossmoor's Directors were required to provide prior written authorization for large funds transfers. Effective January 1, 2022, the legislature established a two-tiered system based on the association's size. Under Civil Code § 5502, transfers from reserve or operating accounts cannot be made without prior written approval from the Board unless the amount of the transfer is less than \$10,000.



## WALNUT CREEK MUTUAL TWENTY-NINE

- b. Google Docs
- c. Landscape Policy Recommendations

### 14. **Members' Forum**

The Board does not directly answer questions posed by speakers during 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 person.

15. **Announcements** – The next scheduled meeting will be the Board of Directors Regular Meeting on December 15, 2025 at 9:30 a.m. at the Creekside Clubhouse in the Club Room.

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