



## WALNUT CREEK MUTUAL THIRTY

### ANNUAL MEMBERS MEETING

**Wednesday, September 17, 2025 at 9:30 a.m.**  
**Meeting is Conducted In- Person and Virtually**  
Creekside Clubhouse - Club Room  
1010 Stanley Dollar Drive, Walnut Creek, CA 94595  
Join Meeting Virtually

### MINUTES

#### Call to Order

President Reiter called the meeting to order at 9:31 a.m.

#### Roll Call of Directors Present

Roz Reiter– President  
Victoria Rice – Vice President  
Evan Spinrod Herron – Treasurer  
Richard Engle – Secretary  
Rick Betts Spinrod – Director-at-Large

#### Mutual Operations Staff

Jeroen Wright – Mutual Operations Manager- *Virtual*  
Todd Arterburn – Chief Financial Officer- *Absent*  
Luis Dueñas- Building Maintenance Manager  
John Tawaststjerna – Landscape Manager- *Absent*  
Lisa Kam –Administrative Services Manager  
Janneth Lujan- Board Services Coordinator

#### Certification of Notice of Meeting - Lisa Kam

Kam read the Certification of Notice of Meeting. A Call for Candidates was published in the Walnut Creek Mutual 30 on August 13, 20, 27, 2025

#### Election Results- Lisa Kam

Kam reported that Cheryl Hines and Evan Spinrod were nominated as candidates, Election ballots will be counted at a Special Ballot Count Meeting on December 2, 2025. More information to follow. In accordance with Corporation Code 7511b a notice of the Annual Members meeting was mailed to the membership on August 19, 2025.

President Reiter suggested exploring electronic voting options for future elections to save costs and to streamline the process, though this would require changing election rules.

#### Annual Reports

##### a. Presidents Report - Roz Reiter

President Reiter thanked Vicky Rice and committee, for all the work she does in keeping the landscape beautiful. The president highlighted the need to address old Zinsko electric panels, though this will be an expensive project for the future.

President Reiter spoke about the available and excellent counseling resources provided to our residents.

b. Treasurer's Report- *Evan Spinrod*

Evan reported the mutual's current financial status noting \$1 million in total funds across various accounts.

As of July 31st, 2025, we have \$227,082.90 in our brokerage account. We have \$258,380.19 in our operating account. We have \$521,218.90 in our reserve account. Totaling \$1,006,681.19.

c. Secretary's Report-*Richard Engle*- No Report

d. Landscape Committee Report - *Vicki Rice*

The following report was given :

This year Mutual has seen some important changes begin as well as some projects halt for the time being. Tree Maintenance: We do a tree-walk every year in January.

Three (3) Monterey Pines (fire hazards) were removed from the uphill side of the entry, and the Oak Tree in the center of the Mutual was pruned and shaped. Allover trimming of our trees took place in July.

Lawn Conversions; Working toward Better Water Conservation

In April the last 2 lawn conversions to drought tolerant gardens were planted in front of buildings # 2885 & # 2889. The side Lodi area of #2937 was refurbished. All the new gardens lining our street were mulched.

FireWise Project; Making our Mutual Wildfire Safe & working toward lowering our insurance cost.

In July we turned from planting drought tolerant gardens to beginning the work of FireWise / Zone 0. Most of our RPM Days for the year were spent on this project beginning with the 2-story buildings in the Mutual. Working toward Zone 0, it was decided that Mutual would ease into this work as it drastically reduces the landscaping around the buildings and is expensive. Our RPM gardeners removed only those plants that fell into 4 categories: overplanting/crowding, dying or dead, plants "on the building walls" and more flammable plants that just need to go away. We tried to get as much balance as possible in front of our buildings, so that there were no striped walls on the foundations. Once the plants were removed, the bender boards that created paths in front of the buildings were removed (to prevent tripping), and Lodi rock hardscape was spread from the building foundations out to the retaining walls in front of the buildings. This new Lodi pathway is at least 5' wide (more narrow where the retaining walls interfere).

Please Note: California is trying to finalize and pass legislation clarifying & enacting the Zone 0 regulation. They are hoping it will be ready to be implemented sometime in 2026. Assembly

Bill 3074 from year 2020, which is still not finalized, created a Zone 0 referring to the “creation of an ember-resistant zone” within 5’ of homes in designated “High Fire” hazard areas.

Some of the concerns being discussed; clear information & implementation, cost to residents & possible financial assistance, curb value of the property, to name a few.

Currently, Zone 0 is recommended, it is not mandatory.

Due to the current lack of legislation, we want to be pro-active but not overly so. Having some of the work done in stages helps all of us adjust to the new future look. It is also expensive and helps spread the money over a longer period. Per Gov. Newsom, “Nature is changing, so we must adopt change”.

As we receive more information on Zone 0 or other developments concerning WildFires, we will email the Mutual residents.

We had 2 dedications this year.

The Terra Bella Park Bear sculpture was dedicated to our love of the Redwood Tree we lost the end of December and to Vicki “Bix” Bandel, Regis McKenna’s wife.

The bench was dedicated on Ptarmigan “In Memory of John Herron, Mutual 30 President 2007-2018”.

e. Resident Social Engagement Committee Report - *Beth Hume/Cheryl*

The Social Committee had many social events during the summer and were well attended. Oktoberfest on October 18<sup>th</sup>; flyers will be distributed.

Social Committee to finalize details for the Wine and Cheese in the Park event on November 8. And the Holiday Brunch on December 4<sup>th</sup>, 2025.

f. New Resident Greeter - *Lynda Caputo*

Caputo updated the Board on the number of new residents that have moved in during the past year.

g. Emergency Preparedness - *Chuck Sanderson*

Sanderson provided a fire update and noted that all residents were asked to update their contact information. The response from residents has been successful

## 2. **Manager's Report**

### a. Director of Mutual Operation- *Jeroen Wright*

Wright thanked the Board for their volunteerism. His focus is on the approval of the Management Agreement, which was last updated in 2011, with the new agreement expected to take effect January 1, 2026. Board to tentatively meet on October 1, 2025, to discuss the 2026 budget.

### b. Chief Financial Officer- No Report

### c. Building Maintenance Manager- *Luis Dueñas*

#### Informational Items: Work Scheduled. /11 Progress, or Completed

##### Black Diamond roofing

Kentfield 2873 Sloped-Low slope \$45,900 start date Monday November 17th Kentfield 2865  
Sloped-Low slope- Gutters \$52,900

Luis reported that Black Diamond Roofing is scheduled to begin work on November 17, 2025.

### d. Landscape Manager- No Report

## 3. **Members' Forum**

Members were afforded the opportunity to express their concerns, make comments or have questions for the Board. Comments included:

New Residents were introduced. A resident addressed the board about John's memorial and the recently installed bench, emphasizing the importance of volunteering in the mutual.

## 4. **Announcement**

The next scheduled Board of Directors Meeting is scheduled for Wednesday, October 8, 2025, at 9:30am in the Board Room at Gateway Clubhouse.

## 5. **Adjournment** - There being no further business, the board of Directors Regular Meeting was adjourned at 10:13 a.m.

### **Board Services Coordinator**

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

*Janneth Lujan*