



## WALNUT CREEK MUTUAL THIRTY

### BOARD OF DIRECTORS REGULAR MEETING

Wednesday, July 9, 2025, at 9:30 a.m.

Meeting is Conducted In-Person & Virtually

Gateway Clubhouse – Board Room

1001 Golden Rain Road, Walnut Creek, CA 94595

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### MINUTES

#### Call to Order – Roz Reiter

Meeting was called to order by President Reiter at 9:32am.

#### Roll Call of Directors

Roz Reiter – President  
Victoria Rice – Vice President  
Evan Spinrod – Treasurer  
Richard Engle – Secretary  
*Vacant* – Director-at-Large

#### Mutual Operations Staff

Jeroen Wright – Director of Mutual Operations  
Todd Arterburn – Chief Financial Officer  
Luis Duenas – Building Maintenance Manager  
John Tawaststjerna – Landscape Manager  
Lisa Kam – Interim Board Services Coordinator  
Lucy Limon - Board Services Coordinator

#### Member's Forum

Members were afforded the opportunity to express their general concerns and make comments.

Comments included:

- Volunteers
- Fire Safety
- Landscape
- Concerns over flags in exclusive use and common areas

#### Meeting Minutes

- a. Board of Directors Regular Meeting Minutes – April 9, 2025

Victoria Rice made a motion, Roz Reiter seconded to approve the April 9, 2025 minutes.

**Moved, Seconded, Carried 4-0**

#### President's Report – Roz Reiter

Two board members' terms expire at September's Annual Meeting: Richard Engel and Evan Spinrod. If you wish to volunteer for the board, please provide a written notice to me by 7/23. If we have more than two volunteers, we need time to print ballots, send to all residents for vote by 9/10. We already have two residents with extensive board experience who have volunteered for board service: Evan Spinrod and Cheryl Hines

GRF is now officially RWC, Rossmoor Walnut Creek. MOD is now officially RPM, Rossmoor Property Management. The email for the RWC Board of Directors is [RWCBoard@Rossmoor.Com](mailto:RWCBoard@Rossmoor.Com).

Reserve Funds: Our buildings are over 50 years old with old everything such as plumbing pipes, roofs, electrical panels and wiring. We need to keep adding to our Reserve Fund to ensure we have enough to cover maintenance of the buildings and infrastructure in the common areas.

If you open a park umbrella, please make sure you close it before leaving. We have been experiencing very high winds and wind gusts which makes it unsafe to leave the umbrellas open when unattended.

#### **Mutual Operations Manager's Report – Jeroen Wright**

Jeroen mentioned that the Golden Rain Foundation Board will now be conducting business under the name Rossmoor Walnut Creek (RWC), and the Mutual Operations Department (MOD) will operate under the new name Rossmoor Property Management (RPM). This rebranding initiative is part of a broader marketing strategy aimed at distinguishing Rossmoor Walnut Creek from other communities with the Rossmoor name across the United States.

Jeroen introduced Luis Duenas as the new Building Maintenance Manager. He added that Luis has extensive Rossmoor experience, and he is confident he will exceed in his new role.

Jeroen presented an update on two new laws affecting fire safety and landscaping. AB 3074 introduces defensible space guidelines, with stricter enforcement expected in high fire danger zones. Cal Fire currently recommends removing flammable mulches and materials in Zone 0 and installing ember-resistant screening for foundation vents. Jeroen advises mutuals to proceed cautiously with changes until detailed regulations are available.

AB 1572 focuses on new water conservation and fire safety regulations affecting landscaping in Rossmoor. Jeroen explained that non-functional turf irrigation will be prohibited, with some exceptions for functional areas like sports fields and civic gathering spaces. The implementation timeline for these regulations is January 1, 2029, for multifamily properties.

#### **Treasurer's Report – Evan Spinrod**

Evan provided an overview through May 31, 2025.

Reserves: \$707,489

Operating: \$61,849

Roz Reiter made a motion, Evan Spinrod seconded to certify compliance with Civil Code 5500 through May 31, 2025.

**Moved, Seconded, Carried 4-0**

#### **Chief Financial Officer's Report – Todd Arterburn**

Staff continues to work on the NetSuite implementation. Board Members will have access to NetSuite soon.

June financials will be distributed to the Board in one week.

#### **Building Maintenance Report – Luis Duenas / Richard Engel**

#### **ACTION ITEMS: Proposals for review or Approval**

2025-Re-roofing, Gutter and Downspout Project. Going Out to Bid. Contractors: Fiala Roofing, Black Diamond Roofing, Ben's Roofing, Empire Works, Western Sierra.

1. Kentfield: 2873
2. Kentfield: 2865
3. Mendocino: 2921
4. Mendocino: 2933

## WORK IN PROGRESS

## **Landscape Report** –John Tawaststjerna/Vicki Rice

CATEGORY		BUDGET	CATEGORIES			BUDGET	\$\$ TOTAL	
TREE WORK		\$17,400	REHAB. WORK			CONTRACT WORK	\$36,000	\$36,000
(QUALITY TREE)		\$\$ spent	( MOD CREW )		WO#/Job#	(TERRA LANDSCAPE )	\$\$ spent	
Date	Description		Date	Crew	Description			
5/8/2025	W.O.#728205: Tree trimming W.O.#727463: Remove 3 trees (Monterey Pines on hillside; #2897, 2941-45)	\$2,600.00 \$14,000.00 \$800.00	2/3/2025 4/2-11/25 Days	MOD 723284 726072 726608	Mulch new gardens; #2893, 2887, 2901 Mulch gardens; #2801, 2809, 2825, 2905, 2909, 2925, 2941, 2945, Oak Tree, back triangle off of park Create Drought Tolerant Gardens in front of #2885, 2889 + rehab. #2937; 9 plants/bubblers	\$802.20 \$4,610.41 \$3,551.84 W.O. TOTAL	\$35,197.80	
July-Aug.	Prune & Remove + Weight Reduction of Trees cost is Contract \$	\$8,000.00 \$8,000.00 \$800.00	##### Terra ##### L.C. 7/7-10/25 Days		Clean-up fallen branch Purchase Perserva Wood + Brushes for Bear Start FireWise Plan beginning at #2801 Lay Lodi, remove marked plants & bender board	\$90.00 \$142.92 \$5,000	\$26,945.55 \$26,802.63	
			9/5-12/25 Days	MOD	Continue FireWise Plan; pick up where MOD \$10,000.00 stopped in July + transplant some specified plants + plant #2877-1	\$10,000.00	\$11,802.63	
Balance		\$800.00			*** Move Needed Rehab \$ to Tree Work;	\$8,000.00	\$3,802.63	
					TOTAL YEAR END BALANCE			

## **Social Committee** – *Cheryl Hines for Beth Hume*

Those attending: Jan C. Cheryl, Beth, Laura, Katie, Garnett, Diane V., Susa  
Those absent: Jan T., Mariana, Martha

Oktoberfest – Dollar Picnic Area reserved for Sat., Oct 18 at 1pm

Diane V and Katie offered to be in charge.

I made a reservation for the picnic area, Garden room, small kitchen, and use of the grill.

## Summer Events:

- Friday at 4:30pm socials will continue (flyers are already posted)
- Thursday at 4pm game day will continue. Jan C. will soon email reminder that it will be back in the park.

- Diane's yoga in the Park will start every other Thursday at 10am. It will begin July 17. Diane will email flyer.

#### Fall and Winter Events

1. November 1, 4pm. Art in the Park will become Art and Wine in the Park. We'll buy wine at Costco and ask people to bring appetizers to share. Beth will email all residents/artists to ask who would like to participate. Some artists names suggested were: Pau Maugham, Cheryl, Diane V, Angela Rose, Renee Sr, Marco. Beth will also check with Amphora to see if they would like to do an oil/vinegar tasting at the same time.
2. October – not sure of date yet- Emergency Preparedness Meeting for ALL residents. We treated everyone to ice cream bars after meeting.
3. Our annual Holiday Brunch will be Thursday, December 4. Hopefully Mariana will organize it again this year.
4. NEW – sometime the week of Dec 15? A progressive cookie exchange with cider. More about this one later.

We also talked about the need for another table in the park – hopefully a larger round one with ample chairs. Vicki Rice (Landscape Comm.) and Beth have researched and will ask Mutual to help with cost of purchase of 60" wrought iron round table and 8 chairs. We have spent \$497.30 of our Social Committee \$1000 budget so only have \$502.70 left. Estimated cost of 60" table and 8 chairs is \$1000.69 (includes shipping and tax). Request will be presented at Mutual Board meeting on July 9.

Roz Reiter made a motion, Victoria Rice to approve the purchase of the table and chairs.

**Moved, Seconded, Carried 4-0**

#### New Resident Greeter- Lynda Caputo

Lynda introduced the new members that have moved into Mutual 30 since the previous meeting.

#### Unfinished Business

##### a. Roof Project for 2025

Evan Spinrod made a motion, Victoria Rice seconded to use Black Diamond Roofing and not exceed \$195,000 to reroof 2 buildings (Kentfield: 2973 and Kentfied: 2865).

**Moved, Seconded, Carried 4-0**

##### b. Sidewalk Repair

Five Star is currently working on the grinds and concrete replacement.

#### New Business

##### a. Seat New Board Director Rick Betts:

Victoria Rice made a motion, Roz Reiter seconded to appoint Rick Betts to the vacant seat on the Board until the end of term, 2026.

**Moved, Seconded, Carried 4-0**

##### b. Carport Paint:

Roz and Luis to walkthrough the Mutual and establish a plan on how to handle this project.

c. Landscape MOD days for September:

Victoria Rice made a motion, Roz Reiter seconded to not exceed \$10,000 for MOD days.

**Moved, Seconded, Carried 4-0**

d. Entry Flag

Roz Reiter made a motion, Victoria Rice seconded to not rehang the American Flag that fell down in Entry.

The motion received 1 yes vote and 3 abstain. The motion was not passed. This will be tabled for discussion at a future meeting.

e. Patio Furniture: *Motion under Social Committee report.*

**Announcements**

The next scheduled Board of Directors Annual Meeting is scheduled for Wednesday, September 17, 2025, at 9:30am in the Club Room at Creekside Clubhouse.

**Adjournment to Executive Session**

The Regular Session meeting adjourned at 10:49 a.m.

**Board Services Coordinator**

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

*Lisa Kam*