

Walnut Creek Mutual Forty

BOARD MEETING MINUTES OF THE BOARD
THURSDAY, JUNE 19, 2025, AT 1:00 PM
FAIRWAY ROOM AT CREEKSIDE
1010 Stanley Dollar Drive – Walnut Creek, CA 94595

Call to Order

President Gould called the meeting to order at 1:03 p.m.

Directors Present

Greg Gould – President
Kathy Parish – Vice President
Pam Jester -Treasurer
Nancy Herney – Secretary
Joe Tracy – Director

Staff Present

Jeroen Wright, Director of Rossmoor Property Management (RWC)
Rick West, RWC Building Maintenance Manager
John Tawaststjerna, RWC Landscape Manager

Approval of Minutes

1. Board Meeting Minutes of May 15, 2025
2. Executive Meeting Minutes of May 15, 2025

Mr. Gould asked for a motion to approve the minutes from the above mentioned meetings. Ms. Jester made a motion and Ms. Parish seconded, to approve the minutes of the Board Meetings.

Approved 5-0.

President's Report

Mr. Gould reported that everything in the Mutual is running smoothly. There is nothing to report from the President's Forum as the next meeting is not until next week. Mr. Gould will report out on that at our July meeting. We had 2 new residents move in the last 30 days and 2 new lease agreements have been approved.

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.

The M40 Board was formally introduced to Rick West, who will be assuming the role of Senior Building Maintenance Manager following the retirement of Clayton Clark. Rick provided a detailed overview of his professional background and experience in the field. Board members were given the

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opportunity to engage with him directly, ask questions, and receive responses to gain a better understanding of his approach and qualifications.

Treasurer's Report.

Ms. Jester provided the following report on the state of the Mutual's financials:

- No Balance Sheet available yet; no report on operating fund or reserve fund balances.
- As of the end of April 2025
 - Reserve fund investments: one US Treasury Bill in excess of \$500,000 (4.875% interest) matures 11/30/2025; second US Treasury Bill in excess of \$300,000 in (4.625% interest) maturing 02/08/2026); interest-bearing checking account in excess of \$800,000 in (3.98% interest).
 - Spending for facilities maintenance reflects the rehab work in Mutual 40

Ms. Jester made a motion to certify compliance with §5500 by review of the January-April 2025 financial reports by all Board Members. Mr. Tracy seconded the motion. **Approved 5-0.**

Finance Committee Report:

Nothing to report.

Committee Reports

Landscape Committee:

Shari Carroll gave the following report:

The Committee met on June 5th. The meeting was attended by Pam Jester, Karyl Toms, Marilyn Riegelhuth, Susie Manners, and Shari Carroll. Carol Colligan was a guest.

Several general announcements were made:

1. The dates for the next MOD workdays will be July 15-19. There was a discussion of how projects and priorities were selected.
2. There will be no July meeting, and the next meeting will be August 7th.
3. There have been two unexpected tree removals, one at Entry 14 to repair damage to the concrete pad under the HVAC Unit and the other in Entry 2 to repair a gutter and rehab a building. This has affected our Tree Reserves, but the budget is still in line with the yearly projections.
4. The Coordinators were reminded to examine the all areas near each unit thoroughly, not just from afar.

Shari provided an update on the work in Entry 14, the on-going efforts for better communication with Terra and some details on the summer workday projects. The Entry Coordinators were reminded to have all resident requests turned in by July 1st. She also gave an update in her participation in the

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Rossmoor wide Landscape Chairs Committee and some of their projects.

We also discussed the ongoing and frustrating efforts for Pest Control in our Mutual.

Our guest, Carol Colligan, thanked us for our work and said she had no idea of how hard the committee worked.

Governing Documents Committee:

Nancy Herney gave the following report:

The GDC met on June 16, 2025. Those present were Pat Kelly, Nancy Herney and Cynthia Schneider. The Committee agreed we should seek a Board motion to proceed with the seasonal décor policy. First draft is complete.

Building Maintenance Committee:

Mr. Kerns reported on the following:

Path lights are all but complete with the exception of tagging some light stands that need to be repaired. These will be repaired in the same style that we have throughout the Mutual. Members of the BMC will be completing that work. The reconditioning will cost approximately \$40/per versus \$700 to replace with new.

The BMC has requested that there be a policy around decorations, plants, etc on the new entry signs and lamp stands. The Governing Docs Committee is working on a draft for that once approved by the Board to move forward.

All of the entry signs are now replaced with new ones and a few need some additional electrical work to provide better visibility at night. The overall reaction from residents has been very good and the visibility is much improved.

Alterations/Architectural Review Committee:

Mr. Tracy reported that three Alteration Permits have been submitted in the past month and all have been approved.

Emergency Preparedness Committee:

Nancy Herney made the following report:

In attendance were Jane Moran, Pat Shanahan, Kathy Parish, Eileen Levin, Steve Gunther-Murphy and Nancy Herney.

- Distributed copies of the latest version of the Welcome/Resident Questionnaire Package which contains the more consolidated material on EQ and Fire Prevention in addition to the Questionnaire, Mutual Map, Lockbox form, Document Worksheet, Special Needs information and Pets. Going forward we will begin including the Rotary order form for garage and mailbox name plates (thanks to a suggestion by Jane Moran).

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- Shared two articles that have been submitted to Susie White for the new Mutual Newsletter: July 16 event reminder and a short tutorial on the need to have additional named insured on insurance policies in the case of the property being held in a trust.
- We discussed several item for consideration in upcoming newsletters:
 - Introduction to the Board members
 - Names and membership list for Mutual committees
 - Nixle reminder
 - History of Yearout Park
- Reviewed Steve G-M's questions for Tom Cashion on the GFR Emergency Operations Plan.
- Steve conducted a table top exercise about the first 5 things an Entry Coordinator should do following an area wide disaster and a discussion of what communication modes we have available in the case of same. This was extremely interesting, thought provoking and help us discover some holes in our planning.
- Our next meeting will be on June 26, 2025 at 4PM pm the Bunker Room

TRC Committee:

Mr. Moe reported the following:

The Board approved the replacement of all metal cans with plastic. The one yard containers will cost an additional \$26 and the 2 yard containers an additional \$28. Five of the six existing metal containers will be replaced.

Mr. Moe has not gotten any calls or complains about TRC issues.

Old Business

There was no Old Business.

New Business

1. Ms. Herney made a motion that the Board purchase FRS radios for any entry coordinator wishing to participate in the EPO Saturday call in. The Mutual will own the devices. After some discussion, Ms. Parish seconded the motion. **Approved 5-0.**
2. Ms. Parish made a motion that the \$4500 rebate on water saving for the grass removal and redesign between Entry 6 and 8 be credited to landscape reserves. Mr. Tracy seconded. **Approved 5-0.** John T will ensure that is done.
3. Ms. Herney made a motion that the Board approve the development of a new policy to provide guidelines for seasonal/holiday décor to be placed on or near the new entry signs. Ms. Jester seconded. **Approve 5-0.** Ms. Herney will provide a draft for the Board before the July meeting.
4. Ms. Herney volunteered to work with Mr. Wright and Member Services to develop a more productive and exact process for recording a deceased resident. Member services needs to be informed so that deceased residents can be removed from the official records in Member

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Services.

Member's Forum:

Members were afforded the opportunity to express their general concerns and make comments. Topics discussed were maintenance issues and landscape.

Executive Session Summary

The Board met in Executive Session from 2:20pm- 3:00pm to discuss the following items:

1. Collections
2. Member Matters

Announcements

The next Meeting is scheduled for Thursday, July 17, 2025, at 1pm, in the Fairway Room at Creekside.

Adjournment

With no further business, the meeting was adjourned at 2:09 p.m.

Nancy Herney

Secretary

Walnut Creek Mutual No. Forty