

## Walnut Creek Mutual Forty

BOARD MEETING MINUTES OF THE BOARD  
THURSDAY, OCTOBER 16, 2025, AT 1:00 PM  
CLUBROOM AT CREEKSIDE  
1010 Stanley Dollar Drive – Walnut Creek, CA 94595

### **Call to Order**

President Gould called the meeting to order at 1:00 p.m.

### **Directors Present**

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

### **RPM Staff Present**

Jeroen Wright, Director of Rossmoor Property Management  
Rick West, Sr. Building Maintenance Manager  
John Tawaststjerna, Landscape Manager  
Lucy Limon, Board Services Coordinator

### **Approval of Minutes**

1. Board Meeting Minutes of September 18, 2025
2. Executive Meeting Minutes of September 18, 2025
3. Special Meeting Minutes of October 8, 2025

President Gould asked for a motion to approve the minutes from the above-mentioned meetings. Mr. Tracy made a motion and Ms. Herney seconded, to approve the minutes of the aforementioned Board Meetings.

**Approved 5-0.**

### **President's Report**

President Gould reported that Mutual 40 has submitted its final comments to the Management Agreement Task Force, and the necessary revisions have been incorporated. He noted that the Helsing Report has been received and reviewed by the Board and emphasized that Mutual 40 is in good standing and thriving.

### **Treasurer's Report.**

No report was made.

### **Finance Committee Report:**

No report was made.

### **Manager's Reports**

Jeroen Wright reported that Mutual 40 has been well represented in the management agreement process by Susan White. All revisions and comments raised have been addressed, and the necessary changes have

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been implemented. He emphasized that the management agreement remains on track for completion and approval before 2026. A preliminary budget meeting has been scheduled for Mutual 40 to discuss the 2026 budget.

### **Committee Reports**

#### **Landscape Committee:**

Kathy Parish gave the following report:

No Committee meeting was held this month.

In September the 2025 RPM Workdays were completed. The work included the conclusion of 2 year-long projects, the rehab of Saklan Indian Entry 6 and the grass rehab and 5' zero clearance project at 641 Terra California #1 in Entry 12. Both projects are models for meeting current landscape requirements for water usage and fire protection.

Other projects were a smaller rehab at 2603 Saklan Indian Entry 2 and the planting of miscellaneous requested plants in other Entries Terra California Entries 11 and 14 and Saklan Indian Entries 2,8, and 10.

Additionally, four trees were planted for a total of seven new trees this year.

Two main water valves in Terra California Entry 12 and Saklan Indian Entry 8 have also needed to be replaced.

The next Committee Meeting will be on Wednesday, November 5th at 3:30 in the Mulligan Room at Creekside. The agenda includes an update on Owl Boxes to help with pest control.

#### **Governing Documents Committee:**

Nancy Herney gave the following report:

The committee did not have a meeting in September. This week we received the Enforcement and Fines template from Adams Stirling. We are reviewing that document individually and will meet on October 23 to finalize our Mutual 40 version. We will seek for Board approval at our November meeting with the goal being to send the final draft out for 28-day resident comment. Unless there are significant comments to consider we should be prepared to approve before the end of the year.

#### **Building Maintenance Committee:**

Doug Fountain reported that the 17 path lights are currently being painted, and Isaac is addressing the fixtures missing their tops. He noted that Julie Chelli from RPM indicated the entry sign is expected to be completed by next week. Additionally, he reported that 17 areas of concrete require grinding due to potential tripping hazards for residents.

Rick West provided the following report:

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

Path Light Rehab Project

To date the bollards for carpenters is billed out for \$8,515.07

Spectrum Painting Bid to paint 9 newly installed Bollards.

**Spectrum quote \$1,200**

Sang Electric installed new electrical conduit and wiring at supplied tagged numbered lights.

**Sang has billed out for \$7,486.**

Ongoing - Grinding Pathway tripping hazards – Contractor: RPM.

Inside Entry 9 New Signage with Metal Posts.

### **INFORMATION ITEMS: Work scheduled, In Progress or Complete**

Entry 9 and 10 New Signage on order – updated Status

4 additional Signs entry 10-12/ 14 / 2-9

Condensate line Progress – Contractors: Terra and BayAir Flow.

Waiting for estimates for 114 Units.

### **Alterations/Architectural Review Committee:**

Joe Tracy reported that four alteration applications have been reviewed and approved since last month's meeting.

### **Emergency Preparedness Committee:**

Nancy Herney gave the following report:

September 25, 2025

Bunker Room

Attendees: Herney, Amaya, Shanahan, Moran, Diane Wells

Several carryover topics were discussed from the August meeting :

- We have reviewed the new and evolving focus of Rossmoor EPO and Rossmoor CERT which we will continue to support as it is rolled out.
- We have discussed the new Resident's Wildfire Guide, in particular the new topics which include Firewise and a new map of the severity of our wildfire risk in Rossmoor. This guide is a critical part of our new resident package.
- We completed our second table top exercise which focused on developing a list of what items to collect and take in the case of a 15 minute warning for mandatory evacuation. As with our other table top exercises was very enlightening. The Entry Co-ordinators will consider doing this and other such exercised at entry gathering meetings.

Our newest committee member Carol Amaya shared her experience with having LESS than 15 minutes to evacuate in the Paradise fire. There is no replacement for real life experiences.

Our only new business topic discussed was our final event 2025 with Noell Cross on October 22. Ms. Herney will prepare a Save the Date for Lucy to email blast to all residents on our General Delivery

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list.

Many thanks to LUCY for her help with the graphics! Mail box drops will be completed by the Entry Co-ordinators by the end of this week.

We discussed AV details and raffle prizes and Ms. Herney will take the lead on that.

Meeting adjourned at 5:15pm.

Diane Wells is interested in joining the EP team, supporting Jane Moran on TC E11. As such, I am making a motion for the Board to approve her as our newest member.

**Nancy Herney, Kathy Parish, motion was approved unanimously.**

### **TRC Committee:**

Mr. Moe reported that Republic is still out of green carts, with no date yet for their availability. Lisa Lankford noted a discrepancy in the information she had regarding Mutual 40 bins. Nancy Herney and John Moe provided the correct information to Lisa.

### **Old Business**

### **New Business**

### **Member's Forum:**

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

- Potential townhall
- Meeting announcements

### **Executive Session Summary**

The Board met in Executive Session from 1:45pm- 2:05pm to discuss the following items:

1. Building Signage.
2. 2026 Budget

### **Announcements**

The next Meeting is scheduled for Thursday, November 20, 2025, at 1pm, in the Clubroom at Creekside.

### **Adjournment**

With no further business, the meeting was adjourned at 1:36 p.m.

Lucy Limon

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**Secretary**

Walnut Creek Mutual No. Forty