

**REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, JUNE 18, 2025, AT 2:00PM
MOD – LARGE CONFERENCE ROOM
800 ROCKVIEW DR – WALNUT CREEK, CA 94595**

MINUTES

Call to Order

President Ford called the meeting to order at 2:01 pm.

Roll Call

Directors Present: Sonya Ford, President
Jerry Mann, Vice President
Ed Lowe, Treasurer
Tim Andrews, Secretary
Judy Rolke, Director at Large

Committees: Judy Rolke, Bartlett Landscape Maintenance
Tim Andrews, Building Maintenance/Alterations Committee
Rick Boyer, Solar (*Absent*)
Judy Kirk, Social (*Absent*)

Staff Present: Jeroen Wright, Director of Mutual Operations
John Tawaststjerna, Landscape Manager
Luis Duenas, Building Maintenance Manager
Lucy Limon, Board Services Coordinator

Approval of Meeting Minutes

President Ford inquired if there were any additions or corrections to the following minutes:

- a. Regular Meeting Minutes of May 21, 2025
- b. Special Meeting Minutes of May 28, 2025

Ed Lowe made a motion, seconded by Jerry Mann, to approve the Regular Meeting Minutes of May 21, 2025, minutes.

Moved, Seconded, Carried 5-0

Sonya Ford made a motion, seconded by Judy Rolke, to approve the Special Meeting Minutes of May 28, 2025, minutes.

Moved, Seconded, Carried 5-0

Treasurer's Report: Ed Lowe

No report was made.

- a. Motion to certify compliance with Civil Code 5500.
Ed Lowe made a motion, Sonya Ford seconded to certify compliance with civil code 5500 for January 2025 – April 2025.

Moved, Seconded, Carried 5-0

CFO Report – Todd Arterburn

No report was given.

Committee Reports

a. Landscape Report: Judy Rolke, John Tawaststjerna

Judy Rolke reported on a bid from Tree Sculpture to deep water the redwood trees that look stressed and depleted.

Judy Rolke made a motion, Sonya Ford seconded to approve the watering of 3 trees by Tree Sculpture not to exceed \$2k.

The RPM days will be from July 14-16. Judy will be meeting with Jesus Morales on June 26, to discuss the work that will be done during those days. Judy reminded residents to contact RPM if they see any sprinkler issues.

Sonya Ford made a motion, Ed Lowe seconded to approve the removal of juniper by Waraner between Mutual 29 and M48 in the amount of \$600.

Moved, Seconded, Carried 5-0

b. Building Maintenance Report: Tim Andrews, Luis Duenas

Luis Duenas gave the following report:

ACTION ITEMS: Proposals for review or Approval

Phase I Painting - Entry 19 Buildings / Carport / Trash enclosures.

Project is out to bid.

Presented to the Board for Consideration

INFORMATION ITEMS: Work scheduled, In Progress or Completed

KR Electric – replacement of 2 main panels.

- 3266 PT - Total cost \$22,214.31

Completed.

c. Solar Committee

No report was made.

d. Social Report:

No report was made.

Old Business

New Business

a. Mirror for E19 in Ptarmigan Roundabout

Sonya Ford made a motion, Judy Rolke seconded to approve the installation of a mirror in E19 Ptarmigan by RPM in the amount of \$655.

Moved, Seconded, Carried 5-0

Members Forum

Members were invited to address the Board in an open forum. Comments included a member of M48 smoking in her car.

GRF Reports

Jeroen Wright, Director of Mutual Operations, reported that the Fire Wise Committee has lost some members and is currently trying to recruit qualified members.

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.

Additionally, the review of the management agreement is progressing well, with the goal of finalizing it by this year's budget season.

Announcements

The next scheduled meeting is the Board of Directors Regular Meeting on Wednesday, July 16, 2025, at 2:00 p.m. in MOD – Large Conference Room.

Adjournment

President Ford adjourned the regular meeting at 3:09 p.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.

Lucy Limon

**Assistant Secretary
Mutual 48**