



Walnut Creek Mutual No. Forty-Eight

REGULAR MEETING MINUTES OF THE BOARD WEDNESDAY, OCTOBER 15, 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 *(2:10pm)*
Rick Boyer, Treasurer
Tim Andrews, Secretary
Judy Rolke, Director at Large

Committees:

Judy Rolke, Landscape Maintenance
Sonya Ford, Building Maintenance
Rick Boyer, Solar
Judy Kirk, Social
Tim Andrews, Fire Hardening

Staff Present:

Jeroen Wright, Rossmoor Property Management Director
John Tawaststjerna, Landscape Manager
Luis Dueñas, Building Maintenance Manager
Lucy Limon, Board Services Coordinator
Janneth Lujan, 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 September 17, 2025
- b. Special Budget Meeting Minutes of October 9, 2025

Sonya Ford made a motion, seconded by Rick Boyer, to approve the Regular Meeting Minutes of August 20, 2025, minutes.

Moved, Seconded, Carried 4-0 *(VP Mann was not present during this motion)*

Treasurer's Report: Rick Boyer

Rick Boyer provided a detailed overview of the July 2025 financials.

Please see attached report at the end of these minutes.

- a. Motion to certify compliance with Civil Code 5500.

Rick Boyer made a motion, Sonya Ford seconded to certify compliance with civil code 5500 for August 2025.

Moved, Seconded, Carried 5-0

- b. Rick Boyer made a motion, Sonya seconded to approve the 2026 Budget as presented with a \$40 (2.5%) increase to the monthly coupon. Beginning on January 1, 2026, the monthly coupon will



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change from \$1,585 to \$1,625.

Moved, Seconded, Carried 5-0

CFO Report – Todd Arterburn

No report was given.

Committee Reports

Landscape Report: Judy Rolke, John Tawaststjerna

No report was given.

Building Maintenance Report: Sonya Ford, Luis Dueñas

Luis Dueñas gave the following report:

Action Items: Proposals for Review or Approval

SB326 GBG proposal Entry 19 \$64,081.64

Sonya Ford made a motion, Jerry Mann seconded to approve the SB326 GBG proposal for 5 decks not to exceed \$70,000.

Moved, Seconded, Carried 4-1 (*Rick Boyer Abstained*)

Informational Items: Work Scheduled, In Progress, or Completed

Aantex 3324 PT-**Completed**

Fire extinguisher cabinets-**Completed**

KR 3318 6-meter main-**Completed**

KR 3282 3-meter main-**Completed**

KR 3306 6-meter main-**Completed**

KR 3258 4-meter main- **Completed**

KR 3250 5-meter main-**Completed**

GBG 3324 2A Destructive testing with scaffolding \$5,128.90 **OCT 15TH**

GBG 3324 1A Stucco and framing repairs: \$3,393.96 **OCT 15TH**

RPM Deer fiber line 3340 1A-2A schedule **OCT 30TH**

Solar Committee

No report was made.

Social Report:

Judy Kirk reported on the upcoming Holiday Potluck, scheduled for December 3 from 4:00 to 6:00 p.m. in the Dollar Clubhouse.

Fire Hardening:

Sonya Ford noted that the committee should continue to research and present various fire-hardening options for Mutual 48. The Board will take the necessary time to carefully review these recommendations before making any decision. One item under consideration is the installation of appropriate vent screens.

Old Business



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New Business:

Members Forum

Members were invited to address the Board in an open forum. Comments included fire hardening.

RPM Reports

Jeroen Wright reported that the approval of the Management agreement has been his main focus and is on track for completion and signature by the Mutual Presidents.

Announcements

The next scheduled meeting is the Board of Directors Regular Meeting on Wednesday, November 19, 2025, at 2:00 p.m. in RPM– Large Conference Room.

Adjournment

President Ford adjourned the regular meeting at 3:53 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**