

WALNUT CREEK MUTUAL FIFTY- SIX**ANNUAL MEMBERS MEETING**

Wednesday, October 15, 2025, at 10:00 a.m.

Gateway Clubhouse– Board Room

1001 Golden Rain Road, Walnut Creek, CA 94595

MINUTES**Call to Order**

Meeting was called to order by President Ward at 10:00 a.m.

Roll Call of Directors

Robert Ward, President

Don Jennings, Vice President

Tim Walker, Treasurer/Secretary

RPM Staff

Jeroen Wright, Director of Mutual Operations

Luis Duenas, Building Maintenance Manager

Janneth Lujan, Board Services Coordinator

John Tawaststjerna, Landscape Manager

Lucy Limon, Board Services Coordinator

Certification of Notice of Meeting

Lujan read the Certification of Meeting as follows:

“I, Janneth Lujan, Assistant Secretary to Walnut Creek Mutual Fifty-Six, certify that in accordance with Corporations Code § 7511(b), a notice of the Annual and Organizational Meeting was mailed to all members on September 30, 2025”.

Announcement of Election Results

Additionally, I certify that a Call for Candidates notice was posted in the Rossmoor News on July 9, 16 and 23, 2025 and mailed to the members on June 30, 2025.

In accordance with the Davis Stirling Act, these notices informed the members of the 1 Board seat up for election and that Walnut Creek Mutual 56 was eligible to appoint candidates via acclamation for this year’s election, given that at the close of the period for making nominations, there were the same number or fewer qualified candidates as there were Board positions to be filled.

The Mutuals’ Board Office received 1 nomination from the membership:

- Bob Ward

There being no other nominations, the Board will move to appoint Bob Ward via acclamation at the Organizational Meeting, directly following this meeting.

Director’s Report

- a. President
No Report
- b. Vice President
No Report

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- c. Secretary/Treasurer
No Report

Annual Reports

- a. Building/Maintenance

Jennings reported on major projects which included Sewer Line Cleanouts to all the Manors for a total of \$34,000, Replacement of one Manor's picket fence and scheduled 2 additional fence replacements for this year, and HVAC Duct Repairs, Seal joints, and installation repairs.

- b. Landscape

The Landscape Report included updates on the following items:

Defensible Space (AB 3074)

- Wildfire Prevention Law compliance
- Removal of flammable mulch
- Replacement of mulch with dirt and other non-flammable materials

Portable Water Restrictions (AB 1572)

- Mow Free test case
- Mow Free Larger area (2026)

November RPM Days

- Zone 0 Conformance
- Mow free test case
- South entrance enhancement

- c. Ponds

Biofilter replacements, and a pump replacement in Pond #2 were completed. It was also noted that these ponds are beginning to show signs of needing future repairs, and major pruning of aquatic plants is scheduled for early next year.

- d. Emergency Preparedness

The Committee reported that it has not held a drill in a long time and is hoping to schedule one so residents know where to go in the event of an emergency and what items they should bring. There is also a need for volunteers to help coordinate these efforts. Fire extinguishers are to be reported monthly, and this remains one of the ongoing inspections.

- e. Social Committee

The Social Committee announced that the annual holiday party will be held on December 6th with more details to follow in a flyer being sent out in the middle of November.

Manager's Report

- a. Director of Rossmoor Property Management

Wright presented on the budget for 2026 noted below.

- b. Chief Financial Officer

No Report

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- c. Building Maintenance Manager
No Report
- d. Landscape Manager
No Report

Budget Presentation for 2026 – *Jeroen Wright*

Wright presented the 2026 M56 budget and highlighted several key changes, including a \$50 increase in the annual coupon to \$1,700 and the transition from Jenark to NetSuite for financial management.

The operating budget reflects a break-even position with a net income of \$3, while the reserve budget shows a positive variance of \$34,571. Notable increases include facility maintenance by \$4,870, utilities by \$6,844, and landscape maintenance by \$5,050.

The insurance budget remains flat from 2025 to 2026, with plans to move the policy binding date from January 1 to June 1 in order to take advantage of more favorable market rates.

Members' Forum

There were no comments made from members.

Announcement

Organizational Meeting of the Board to immediately follow adjournment of the Annual Meeting.

Adjournment

Meeting was adjourned at 11:19 a.m.

Board Services Coordinator

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

Janneth Lujan