



WALNUT CREEK MUTUAL FIFTY-SIX

BOARD OF DIRECTORS REGULAR MEETING

Wednesday, July 16, 2025, at 10:00 a.m.

Zoom and In-Person Meeting

Gateway Clubhouse – Board Room

1001 Golden Rain Road, Walnut Creek, CA 94595

MINUTES

Call to Order – *Robert Ward*

Roll Call of Directors

Robert Ward, *President*

Don Jennings, *Vice President*

Tim Walker, *Treasurer/Secretary*

Mutual Operations Staff

Jeroen Wright, *Director of Mutual Operations*

Todd Arterburn, *Chief Financial Officer*

Luis Duenas, *Building Maintenance Manager*

John Tawaststjerna – *Landscape Manager- via Zoom*

Lucy Limon, *Board Services Coordinator*

Meeting Minutes

- a. Board of Directors Regular Session Meeting Minutes – April 16, 2025
- b. Board of Directors Special Board Meeting Minutes – May 7, 2025

Bob Ward made a motion, Don Jennings seconded to approve the aforementioned meeting minutes.

Moved, Seconded, Carried 3-0

Report of Officers

President – Bob Ward

No report.

Vice President – Don Jennings

No report.

Treasurer/Secretary – Tim Walker

Tim Walker made a motion, Bob Ward seconded to certify compliance with civil code 5500 for the January 2025-May 2025 financial statements.

Moved, Seconded, Carried 3-0

MOD Reports

Rossmoor Property Management Director - 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

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is part of a broader marketing strategy aimed at distinguishing Rossmoor Walnut Creek from other communities with the Rossmoor name across the United States.

Jeroen introduced Luis Duenas as the new Building Maintenance Manager. He added that Luis has extensive Rossmoor experience, and he is confident he will exceed in his new role.

Jeroen presented an update on two new laws affecting fire safety and landscaping. AB 3074 introduces defensible space guidelines, with stricter enforcement expected in high fire danger zones. Cal Fire currently recommends removing flammable mulches and materials in Zone 0 and installing ember-resistant screening for foundation vents. Jeroen advises mutuals to proceed cautiously with changes until detailed regulations are available.

AB 1572 focuses on new water conservation and fire safety regulations affecting landscaping in Rossmoor. Jeroen explained that non-functional turf irrigation will be prohibited, with some exceptions for functional areas like sports fields and civic gathering spaces. The implementation timeline for these regulations is January 1, 2029, for multifamily properties.

Chief Financial Officer – Todd Arterburn

Todd Arterburn, CFO, provided an update on the NetSuite transition. He acknowledged the frustrations experienced by staff and members during the shift to the new software system and emphasized his understanding of the challenges involved.

Todd reported that Q1 budget-to-actuals have been distributed to Board members. He noted that June financials are expected to close by the end of the week. He provided an overview of the organization's financial management, highlighting the challenges of implementing new systems while managing existing processes. He answered concerns about delayed payments and the need for better understanding of financial reports, particularly regarding delinquent accounts.

Building Maintenance Manager – Luis Duenas

Luis Duenas gave the following report:

ACTION ITEMS: Proposals for Review or Approval

Work in progress or completed.

Five Star 22 Clean – Out \$34,278 (completed)

RPM 1252 Edgewater patio fence \$3,904.45 (completed)

Aantex pest proofing inspection report/proposals (in progress)

Landscape Manager – John Tawaststjerna

John Tawaststjerna reported that it is plant replacement time. If you have any questions or a specific plant, you would like to have planted you can email Plantreplacement@rossmoor.com.

John Tawaststjerna reported that Brightview and the trust crew are working on weed abatement throughout Rossmoor.

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Committee Reports

Building/Maintenance – Don Jennings

Don Jennings reported on the bids and duct work completed by Service Champions. He recommended that all buildings be inspected for potential repairs. Don and Luis advised that the contractor performs these inspections at no cost. Once the inspection report is received, Luis will work with Don to develop a plan for the next steps.

Landscape – Bob Ward

Bob Ward made a presentation – *presentation is attached at the end of minutes.*

Emergency Preparedness – Harvey Samuels

No report was made.

Ponds – Howard Chung

Harvey reported that he completed a walkthrough that morning and noted the ponds look good. Pond #1 is in great shape. The committee had focused most of their efforts on Pond #2, and that work is now complete. Regarding the burping noise from Pond #2A, the committee reviewed two proposals and selected the more affordable option, which appears to be working well. Additional retrimming around the pond is scheduled for next week.

Social – Nancy Ward

Nancy reported on the most recent Mutual gathering, noting that it was a great success. She announced that another event is planned for September, with more details to follow.

Old Business

New Business

a. Consider Repair or Replacement of HVAC Ducts Under the Building at 1204 Whitehall

Don Jennings made a motion, Bob Ward seconded to accept the Service Champions proposal to repair and replace the HVAC duct work in the 3 manors – 2 manors on Whitehall and 1 manor on Lakeshire – in the amount of \$6,903.

Moved, Seconded, Carried 3-0

Bob Ward made a motion, Don Jennings seconded to proceed with the ducts and rodent inspection of all buildings.

Moved, Seconded, Carried 3-0

Members Forum

Members were afforded the opportunity to express their general concerns and make comments. Comments included:

- Insurance Coverage and what is covered

Announcement

Next scheduled meeting will be the Annual Meeting of the Members held on Wednesday, October 15, 2025, at 10 am, in the Board Room at Gateway, followed by the Organizational Meeting.

Adjournment

The meeting was adjourned at 10:44 a.m.

Near-Term Landscape Projects

❖ AB 3074 (1/21)

- Wildfire prevention law
- Defensible space defined
- Governor issued executive order 2/25
 - State Board of Forestry Regulations
 - No new regulations as of 4/7/25

❖ AB 1572 (10/23)

- Potable water use restrictions
 - Non-functional turf
- Use exceptions
 - Recycled water (ponds)
 - Tree-shaded areas

DEFENSIBLE SPACE

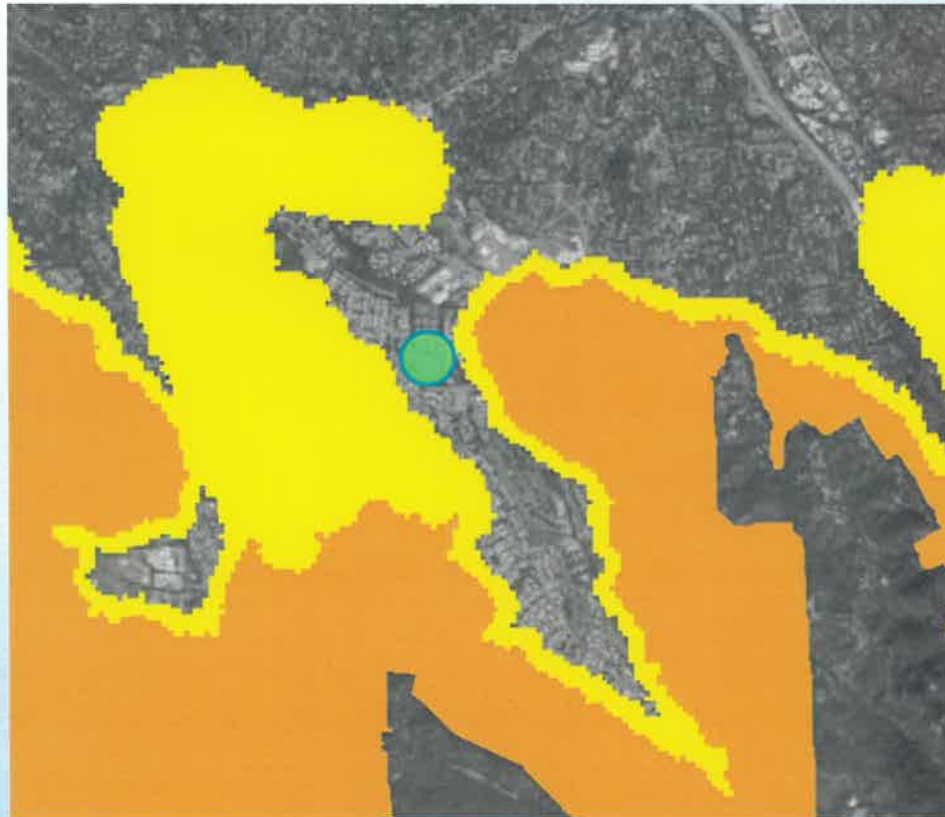





Zone Zero is a five-foot ember resistant zone around buildings in high fire danger zones.



ROSSMOOR – GOLDEN RAIN FOUNDATION

2025 Fire Hazard Severity Zones (Cal Fire Website)



-  1255 Edgewater Ct.
-  Moderate Fire Hazard Zone
-  High Fire Hazard Severity Zone

ZONE 0

What to do:

1. Use hardscape instead of mulch.
2. Remove dead and dying plants.
3. Remove highly flammable plant species.
4. Prune shrubs off buildings and have plants spaced appropriately.
5. Prune tree branches at least 10' from chimneys.



ROSSMOOR – GOLDEN RAIN FOUNDATION

LODI STONE

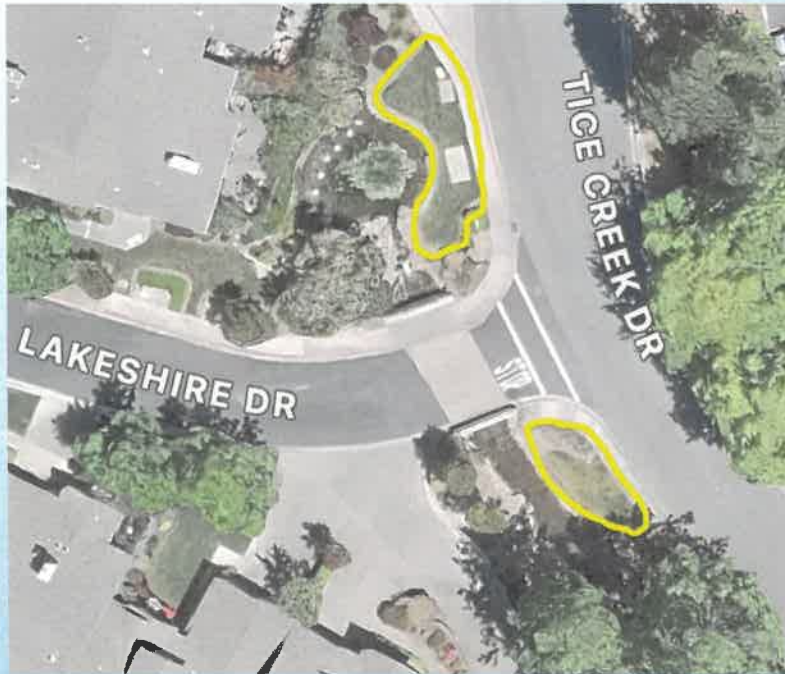
- Typically purchased at ¾" size
- MOD sells for \$185 per yard
- Brightview sells for \$375 per yard
- Steel edging is sometimes required to help hold stone
- Great option for courtyards and at front of homes where a cleaner look is wanted



ROSSMOOR – GOLDEN RAIN FOUNDATION

AB 1572

Mutual 56 Non-Functional Use Turf (Planned Action)



- Replace existing turf with Mow Free grass
- Within budgeted landscape funds and MOD days
- Planned for this fall

Mow Free Grass



- Mix of slow growing fine fescues
- Meets AB 1572 requirements
- Uses ~1/2 the water
- Little or no mowing

Mutual 56 Non-Functional Use Turf (Probable Action)



- >4200 sq. ft.
- ~1/2 is Mutual 65
- Joint project spring of '26