



WALNUT CREEK MUTUAL NO. SIXTY-FIVE

BOARD OF DIRECTORS REGULAR SESSION MEETING

Tuesday, July 15, 2025, at 9:30 a.m.

Meeting is Conducted In-Person ONLY

**Event Center – Donner Room
1021 Stanley Dollar Drive, Walnut Creek, CA 94595**

MINUTES

Call to Order

President O'Dea called the meeting to order at 9:37 a.m.

Roll Call of Directors

Ed O'Dea, President
Lois Kadosh, 1st Vice President
Gary Miller – 2nd Vice President
Clark Nelson, Treasurer - *Absent*
Jan Howard, Secretary

Mutual Operations Staff

Jeroen Wright – Director of Mutual Operations
Todd Arterburn – Chief Financial Officer
Luis Duenas – Building Maintenance Manager
John Tawaststjerna – Landscape Manager- *Absent*
Lisa Kam – Interim Board Services Coordinator

Quick Re-Introduction

O'Dea wanted to introduce everyone to Luis Duenas, replacement for Rick West. We will be working closely with Luis on dry rot. Todd Arterburn is our Chief Financial Officer, and Jeroen Wright, who has been here for two years. MOD staff has been great to work with and quick turnaround.

New Business

Action Items

Election board members

O'Dea we have 3 board openings (Jan, Gary and myself) and we have 4 candidates. We will be having an election by ballot. More details to come.

Inspector of Elections

O'Dea reported the inspector of Elections will be Dick Walsh.

Lois made a motion to appoint Dick Walsh as inspector of elections; Jan seconded the motion. Unanimously passed 4-0

Dry rot project

Ed reported on the dry rot on Comstock, just as a review, almost 2 years ago the board had an inspection of all units on Wales and Comstock for dry rot and termites. We had dry rot and proceeded with that. The initial estimate was a little under the actual situation. We as a board had approved not to exceed 25,000 for the dry rot program. Luis' team started on two buildings with five units, they were very



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through, but from mid-November until April you could not open doors, did some remedial work. Bad news is we went through the 25,000 very fast. Running about 5,000-6,000 a unit to correct the dry rot. There are 3 buildings now that are marked up for work. Wales call middle bedrooms, enclosed walls are all rotten, we will take a look but will start with what we have. Got some outside bids. Team fixable before they paint. They made a new estimate for the 3 new buildings. The best bids came from Luis and his team, outside companies have profits etc.

Todd I wanted you here as we are going to have to access this from a reserve standpoint and see how we manage this I am assume more expenditures, on the other hand we have some reserve from the insurance. How we can make up the shortfall, 3-4 years, coupon, assessment.

INFORMATION ITEMS: projects for review

Building Painting Project Phase I -2025 Includes all 9 Bldgs. On Comstock.

Out to Bid – Contractors: Whit's Painting, EmpireWorks, MB Jessee, Spectrum, Urban Painting.

Building rehab project phase 1 -2025 includes (3) buildings (9) units only to help determine overall phase 1 cost.

Contractors: Amac Construction ,GBG Construction ,In house crew RPM

We have marked up 3 buildings to make it easier on the contractor. Bids for Comstock (3) buildings (9) units only:

AMAC construction	127,805
GBG construction	98,489.60
RPM	58,518

Luis explained our rates are lower as we have no overhead. ADM fees are to help support the work order staff, take calls.

Resident asked how the board thinks we should address the situation. O'Dea thinks we need to move forward. Dollar amount higher than expected, but we need to make sure the wood is in good condition before we paint. We have money in the reserve to cover, but my concern longer term is how do we recover our reserve after this. Do we increase coupon or request a special assessment. Resident asked how we got to this point in dry rot and how do avoid it in the future, I see sprinklers hitting the building. Wright stated there are areas dry rot visible to irrigation, but there is more dry rot due to the environment, lowest point of the valley, moisture in the air. We can possibly look at the painting cycle, maybe a quicker cycle, instead of a 10-year cycle, maybe an 8- year cycle, maybe a higher quality paint, just my thoughts. Luis suggested maybe caulking the buildings every 5 years, the windows and trim that is exposed. Luis to get a bid for caulking every 5 years.

Luis reported the bids for painting.

Urban painting	91,300
GBG painting	89,685.54
Spectrum painting	87,125
Whits painting	66,992



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Luis stated he had never worked with Whit's before. All vendors must be licensed, insured, and do not use subcontractors. Recommends either GBG or Spectrum as we have worked with them in the past. Wright recommends using a reputable company that we know has done work in the valley and we know the quality of their work. All vendors are using superpaint which is the higher grade. Luis to ask Whit's for some references, history. Table for later.

O'Dea so we have two situations, the dry rot which is basically for Comstock and the 7 buildings. The painting we are going to get more information from Whit's painting.

Jan made a motion and Lois seconded to approve the dry rot removal of 7 buildings on Comstock by Rossmoor Property Management not to exceed the amount of 130,040. Unanimously passed 4-0

O'Dea stated the related issue on Comstock and Wales is the color of the paint. Luis sent out chips for the building, will resend to the board. Resident asked if we can paint large swatches of paint on the sides of a building to see how they look. Wright said that RPM can come out and paint the swatches. Painting will include garage doors. Lois and Jan to form who will be on the paint committee, deadline of August 14. Two from Wales and two from Comstock (including the board members).

Consent Agenda

a. Regular Session Board Meeting Minutes – April 15, 2025

O'Dea motioned to approve meeting minutes, with minor changes, from April 15, 2025. Kadosh seconded. Motion passes unanimously. (4-0)

Once minutes are approved in a board meeting they will be posted on the website. Jan will also post a small recap of what happened in a board meeting. We may post "draft" minutes on the website after the board has approved them before a scheduled meeting.

Mutual Operation's Report - Jeroen Wright

Wright gave an update that Clayton Clark, retired on July 10, 2025, after 36 years in Rossmoor. Rick West will now take his position and his mutuals. For the past six years, Rick has been mentoring Luis Duenas who will now be our Building Maintenance Manager. Golden Rain Foundation will now be doing business as Rossmoor Walnut Creek. The Rossmoor marketing task force recommended the change to separate us from the "other" Golden Rain Foundations and/or Rossmoors out there. Mutual Operations Department will be doing business as Rossmoor Property Manager, which tells members what we actually do. The contract portion of the Management Agreement has been finalized. The appendices are also 99.9% complete. We are looking at some things we may be able to standardize from mutual to mutual to help efficiencies with RPM. Lastly, if there is anything a member has a question on, please don't hesitate to reach out to either me or Todd. We are here to help. My email is jwright@rossmoor.com.

Chief Financial Officer – Todd Arterburn

Arterburn reported the financials are out. The other tool we will be using in conjunction with Netsuite is Workday as the financial planning piece, forecasting, reserve, budgeting. Netsuite changes how we will be doing reporting. We will start having a 3-year business plans bringing all the reserve data into Workday, looking forward.

No surprises on your budget, through May on your operating side 20,000 positive variance net income to budget and your reserve fund you are right even what we had budgeted so you will break even. Some of the operating savings or higher numbers, we found insurance lower than we had budgeted, 19,000 year to date through May in insurance savings that will continue every month as we collect the



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insurance premiums. In terms of your fund balances to date you have 120,000 in your operating fund, 330,000 reserve, 450.00 in your investment account, very healthy.

O'Dea asked what our investment accounts are. Arterburn right now brokerage account. We want to be sure we have enough cash on hand and are looking to do an investment in Q3 to lock those funds up. Wright clarified the reserve funds is the monies put away, from your assessment, to pay for components that have a life span of 30 years or less. A lot of these monies are scheduled for roof replacement, dry rot, and asphalt many years down the road, but we want to invest those monies now to optimize the interest rates. O'Dea reported that he and Clark have been going through these investment accounts regularly for the past couple of years and investing those funds and finding the best rates or terms, we felt in line with how we were expending funds. We haven't had any issues with that and maybe you can be a little more aggressive with a little better knowledge now. I think we are doing ok, but the rates are going down.

Building Maintenance Report – Luis Duenas

Luis stated he received 4 bids for the paint project and 3 bids on the dryrot project. O'Dea, we will talk more under new business.

Landscape Manager's Report – John Tawaststjerna

No report.

Reports

President's Report – O'Dea

The management agreement is moving forward. Workable, a lot of thought went into this, not as much animosity that came out before. Thank you, Julie, for a great picnic, the food was well received.

Vice President's Report – Kadosh

No report.

Secretary Report – Howard

No report

Treasurer's Report – Nelson

O'Dea stated that we are running ahead primarily because of the insurance.

Social Committee – Julie Burnet

Julie reported the Holiday Party will be on Saturday, December 6, 6pm at Dollar Clubhouse.

Emergency Preparedness – Al Kadosh

Al reminded everyone the committee consists of Terry B, Al, Jim Konig and liaison to the board is Gary Miller. At the beginning of the year, we sent out the emergency questionnaire and received 39 back to date. If there is a change in your situation, we ask you to fill out a new one. We found there were 4 individuals that needed assistance in an evacuation and contacted their neighbors, and they agreed to help their neighbor. We also put them in touch with each other. O'Dea asked that the board receive the information on the 4 residents needing assistance, so they are aware also. Something else we did was determine what type of emergency resources are available to us and we compiled a list of who has what and where they are located, i.e. who has a crowbar, who has a golf cart etc. Helpful to each other. List was sent to everyone on the board, keep inside your "go bag". Recommend an emergency class on zoom through the computer club of Rossmoor, \$15.00 to join the club; Friday, July 25 @ 10:00am.



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Resident shared that four people in our Mutual have CB radios, maybe we can be on another channel to talk about finding supplies during an emergency.

Member Forum

Resident has a water issue, I have 6 new plants along the driveway, 1805 Wales, not getting water. These aren't the first ones that have died. Don't think the sprinklers are going on.

Resident would also like 1705 Comstock to be looked at, also not getting water, shrubs.

Resident noticed that 1801 Wales is being over watered.

Wright reminded everyone that irrigation and landscape issues, please call the work order desk at 925.988.7650, Monday-Friday from 8am-4pm.

Announcements

The next scheduled Board of Directors Regular Meeting is Tuesday, October 21, 2025, at 9:30am in the Donner Room at the Event Center.

Adjournment to Executive Session

President O'Dea adjourned the meeting at 11:05 am

Board Services Coordinator

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

Lisa Kam

Interim Board Coordinator